

**I hereby give you notice that an Ordinary Meeting of the Wereham Parish Council will be held at
Wereham Village Hall on Tuesday 10 January 2017 At 7.00 pm**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Members of the Public and Press Welcome to Attend

Agenda published: 3 January 2017

Helen Richardson
Clerk to Wereham Parish Council
and Financial Responsible Person

**Ordinary Meeting of Wereham Parish Council
AGENDA
Tuesday 10 January 2017 at 7.00 PM
Wereham Village hall**

7.00 pm **Public Comments / Questions on Parish Issues.**

An opportunity for public comments and questions. Items relevant to the agenda will be incorporated into later discussions. All new items will be noted for the next meeting.

1.0 Openess and Transparency Notice

2.0 To consider **apologies for absence**

3.0 To receive Declarations of Interest on Agenda Items and Dispensation Requests.

4.0 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 8 November 2016. (attached)

5.0 Matters Arising

6.0 **Correspondence Received**

6.1 BCKLWN Report on the Examination of the Draft KLWN Borough Council Community Infrastructure Levy Charging Schedule (previously emailed)

6.2 LAIS1394 Neighbourhood Planning Bill Norfolk (previously emailed)

7.0 **Wereham Village Hall**

7.1 Update from the Wereham Village Hall Charity - Verbal

8.0 **Village Management Issues**

8.1 Defibrillator Application Result Update (Attached)

8.2 Playing Field Re-Licence with Heygates – Update from Chair

8.3 SAM2 Speed Restriction Sign – Further discussion on where to site it, how often moved, download of information and who responsible. Delivery of new one approx. Mid-February.

8.4 Mole Hills on Playing field approval required

8.5 To consider the results of the bi-monthly play area inspection reports and agree any action required
Standard item verbal from Cllr G Koopowitz

8.6 To consider the results of the bi-monthly Cemetery inspection reports and agree any action required..
Standard item verbal from Cllr G Koopowitz

8.7 To note any new maintenance tasks and agree which need to be requested of the Rangers / Highways.

9.0 Planning

9.1 Planning Applications Received for Comment since the last meeting:

- (A) Planning Application 16/00182/TREECA – T1 Sycamore- Fell to ground level within Conservation area, Hillside, Wereham – No Objections.
- (B) Planning Application 16/02159/F – Two storey extension to rear of dwelling, Park House, Stoke Road, Wereham, PE33 9AT – No Objections.

9.2 Planning Decisions Received since the last meeting:

- (A) Hollies Development Update – extension for decision now 10 February 17.

10 Finance and Grant Funding

- 10.1 Council Tax Support Grant – for information (Attached)
- 10.2 Budget and Precept 2017/18 Setting for Approval (Attached)
- 10.3 Parish Precept Requirement Form Approval and Sign Off (Attached)
- 10.4 Accept accounts to 3 January 2017 and agree cheques to be signed and payments approved in accordance with list to be circulated to councillors at meeting

- (A) Financial Summary to 3 January 2017 (Attached)
- (B) Financial Statement (Attached)

11 Councillors concerns and agenda items for next meeting – information only

12 Forward Work Programme – For information only

MARCH 2017

Approval of Country Grounds Maintenance - Grounds Maintenance Contract from 1 April 2017 until 31 October 2019 .

Grounds Maintenance Audit Process.

Playing Field Re-Licence with Heygates

Land Registry of Land Owned by Parish Council on Wereham Playing Field Quotation for Approval.

Site Safety and Contractor Use of Land for New Village Hall Build Project – Village Hall Committee to attend.

Update on Grant Funding for Wereham Village Hall

Wickstead Annual Playground inspection results

Approval of Seed Bed Quotation for Cemetery

Parish Partnership Funding Result – Wereham Pond

Approval of Year End Accounts

Annual meeting of the PC - MAY 2017

Approval Media and Press Policy.

Approval of External Audit

Annual St Margaret's Church Clock Service

Council Administration

JULY 2017

Friends of Wereham Pond group to be established after pond repair.

SEPT 2017

Return of External Audit

NOV 2017

Commissioning of Annual Playground Inspection

Draft Parish Precept and Budget 2018/19

ONGOING

Play Area funding.

Boundary Marking on Field of New Building Plot – once ready

Play Area and Cemetery Inspections Rota - Cllr Bruce March; Cllr Loake May; Cllr Ratsy July, Cllr Walker Sept, Cllr Hitching Nov; Cllr Koopwitz Jan

COUNCILLOR ACTIONS

- Cllr Sampson to advise on Devolution s it develops - ongoing

12 Date of next meeting – Tuesday 14 March 2017. Ordinary Parish Council Meeting.

13 EXCLUSION OF PRESS AND PUBLIC

The Council will be requested to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (staffing). Opportunity for Clerk to discuss any HR issues.