

Members of the Public and Press Welcome to Attend

*Agenda published: 8 January 2020  
and Circulated to Borough and County Councillor  
Helen Richardson  
Clerk to Wereham Parish Council and  
Financial Responsible Person*

## **AGENDA**

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

- 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 12 November 2019 and Matters Arising as the Clerks Report – Approved and Clerks Report
  
- 5 Village Management Issues: To Discuss and Approve Any Actions in Relation to each item:**
  - 5.1 Tree Management Costs Identified in the 2019 Tree Report – Ambers Only
  - 5.2 Parish Partnership Bid Submission 2020/2021 – Flegg Green 30mph Road Signs (two at either end)
  - 5.3 Pond Maintenance in General
  - 5.4 Wereham (Cavenham Road) to Boughton (Mill Hill Lane) Maintenance of Right of Way (Boughton PC)
  - 5.5 Pond Coir Rolls in the Wereham Pond (far side)
  - 5.6 Boughton Lillies
  - 5.7 Community Payback Team Projects
  - 5.8 Parish Council Representation on the Wereham Village Hall Management Committee
  - 5.9 To Consider the results of the bi-monthly Risk Assessment inspection and agree any action required  
*Standard item verbal* (Play area; Playing Field; Pond Area/A134; St Margaret’s Churchyard; Cemetery) -  
Verbal from Cllr Annie Bruce
  
- 6 Parish Council Management**
  - 6.1 To Approve the Precept and Budget 2020/2021
  - 6.2 Bank Accounts – Reduction from two to one
  
- 7 Finance - To Accept Bank Reconciliation and Approve payments.**
  
- 8 To Receive Councillors Concerns and Agenda Items for next meeting**
  
- 9 To Note Forward Work Programme – below**
  
- 10 To Approve Date of Next Meeting – Tuesday 10 March 2020**

\*Forward Work Programme

**MARCH**

Receive Annual Playground Inspection Report\*  
Mole Contract 2020/21

**MAY**

(Annual Parish Meeting and Annual Meeting of the Parish Council)  
Annual Governance and Accountability Return \*  
Election of Chair and Vice Chair\*  
Declaration of Acceptance of Office Returns Annual review\*  
Declaration of Interests (Pecuniary and Non-Pecuniary) Annual Review\*  
Annual Insurance Renewal\*  
Standing Order review \*  
Financial Regulations Review\*  
Financial Risk Assessment Review\*

**JULY**

Tree Management Survey\*  
Renewal of SLCC Membership\*

**SEPTEMBER**

Approval of Revised Cemetery Regulations\* (Fees Reviewed Nov 18 next time May 2020)  
Approval of Remembrance Sunday Wreath\*

**NOVEMBER**

Commissioning of Annual Playground Inspection\*  
First Draft Parish Precept and Budget Setting\*  
Revision of the Cemetery Fees\*  
Clerk's Annual Appraisal\*

**JANUARY**

Mole Contract 2021/22\*  
Payroll Contract 2021/22\*  
Approval of Parish Precept and Budget\*

*March 2021 – Commission Next Tree Report to be Conducted May 2021*

ONGOING - Play Area, Churchyard, Pond, Playing Field; Cemetery Inspections Rota; Cllr A Bruce Jan; Cllr J Hitching March; Cllr J Millard May; Cllr C Knight July; Cllr J Marsh Sept; Cllr S Calvert Nov