

Members of the Public and Press Welcome to Attend

*Agenda published: 27 June 2019
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.

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 Election of Vice Cha
- 4.0 To receive Declarations of Interest on Agenda Items and Dispensation Requests
- 5.0 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 14 May 2019 and Matters Arising as the Clerks Report

- 6 Village Management Issues**
 - 6.1 To Approve Tree Management Survey
 - 6.2 To Approve St Margaret's Church Tower – Time Amendment
 - 6.3 To Approve Handyman Annual Speed Sign Movement Costs
 - 6.4 To Discuss and Approve Playing Field Use Proposal from the Wereham Village Hall, if received
 - 6.5 To Approve Work to Streetlight Queens Close
 - 6.6 To Discuss and Approve any Bid to Parish Partnership Fund 2020/21
 - 6.7 To Commission of Quotations for Grounds Maintenance Contract 2020/21 Onwards
 - 6.8 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 Cliff Knight

- 7 Planning Application for Consideration**

19/01059/F Extension and alterations to dwelling at Orchard Leigh The Row Wereham King's Lynn Norfolk PE33 9AU

19/01096/F Change of use for keeping of dogs. Construction of new barn to replace two existing barns. at Fenlands Farm College Road Wissington Wereham KINGS LYNN Norfolk

- 8 Parish Council Management**
 - 8.1 Finance Committee – to quarterly spot check the invoice file
 - 8.2 Personnel Committee
 - 8.3 Archive of Minutes and Cemetery Records – Heritage Group Project

- 9 Finance** - To Accept accounts to 1 July 2019 and approve payments.
- 10 Councillors Concerns and Agenda Items for next meeting**
- 11 Forward Work Programme – below***
- 12 Date of Next Meeting – Tuesday 10 September 2019**

*Forward Work Programme

SEPTEMBER

Approval of Grounds Maintenance Contract

Approval of Revised Cemetery Regulations* (And Fees)

Play Area Resurfacing – Grass Mesh Matting and 8-13-Year-Old Equipment Purchase 2020/21

Clerk Appraisal

NOVEMBER

Commissioning of Annual Playground Inspection

Draft Parish Precept and Budget Setting

JANUARY

Approval of Parish Precept and Budget

MARCH

Receive Annual Playground Inspection Report

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

SEPTEMBER

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

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