

I hereby give you notice that an Ordinary Meeting of Wereham Parish Council will be held at Wereham Village Hall on **Monday 7<sup>th</sup> March 2016 at 7.00 pm**

Members of the Public and Press Welcome to Attend

Agenda published: 2<sup>nd</sup> March 2016

*Mrs N.Cooper*  
Clerk to Wereham Parish Council

**Wereham Parish Council Meeting**  
**AGENDA**  
**7<sup>th</sup> March 2016**

**7.00pm 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** **Apologies.**

**3.0** Consider **Declarations of Interest on Agenda Items and Dispensation Requests**

**4.0** To confirm as a correct record the **Minutes** of the Extraordinary Meeting of the Parish Council held on 9<sup>th</sup> February 2016.

**5.0** **David Llewellyn** from Wretton Parish Council to attend to discuss signage along Wretton Row to Wereham Row.

**6.0** **Matters Arising** (for information only)

**7.0** **Correspondence Received** (for information only, not otherwise on agenda)

7.1 Mr and Mrs Lockwood stated via email that they should be invited to meetings with agenda items relating to their road (email 15/02 – not circulated – contains personal information)

7.2 Flood Resilience (Norse projects) - information about planting trees to create flood protection.

7.3 Sample medal of the Queen's 90<sup>th</sup> Birthday.

7.4 BCKLWN West Norfolk Directory of Sport.

7.5 Norfolk ALC newsletters – *Available from the Clerk, circulated via email where appropriate,*

7.6 G4 Diary Dates – *Available from the Clerk*

**8.0** **Wereham Village Hall**

8.1 To note letter from Mrs Roberts with regards to the 'right of way' to the playing field.

8.2 The land agent for the Heygate family has requested (Via the Village Hall Management Committee) written confirmation of the Parish Council's acknowledgement that the Wereham Village Hall Charity are buying the proposed parcel of land for the new village hall.

8.3 The Heygate family have requested the PC to enter into a new license agreement for balance of the playing field. To agree a way forward on this.

8.4 To acknowledge the revised site plan submitted by the Wereham Village Hall Charity to planning for approval on the current site. The revised site plan allows for a 3 metres wide access to enable the Parish Council to retain a formal access to the ex-bowling green. This removes the need for the PC to negotiate with the Heygate family for a license to access the ex-bowling green plus associated costs..

8.5 Any additional update from the Wereham Village Hall Charity.

**9.0** **Village Management Issues**

9.1 To record change of contractor for the Tree Management works and reasons for this.

9.2 Play area flooring – maintenance to be reviewed in light of complaints about the flooring being slippery.

9.3 To note planning approval for the adoption of the telephone box and resolve on way forward.

9.4 Discuss update meeting between highways and JB with particular reference to repairing the pond wall; resolve on way forward.

9.5 Discuss process of lifting boards at pond and how this should be managed.

9.6 Discuss update regarding the near flooding incident at Mr Skinners property and resolve on any actions required.

- 9.7 To discuss any information received regarding ownership of dyke running alongside Carters land. Note receipt of letter from two resident's solicitors' regarding deeds.
- 9.8 Discuss refund requested by H Brett and Son for memorial charged at non parishioners rate
- 9.9 Review and clarify cemetery fee schedule.
- 9.10 Resolve whether to agree a requested memorial in Wereham Cemetery.
- 9.11 Discuss cemetery and memorial inspections requirement.
- 9.12 Note Play Area and Cemetery Safety Inspection (Councillor led) and agree any works required.
- 9.13 To discuss the Habitat Renovation Trust and potential for a grant to renovate the habitat of the pond area- a Friends of Wereham Pond Group would need to be established first.
- 9.14 To note any maintenance tasks reported / undertaken between meetings and agree any additional items which need to be requested of the Rangers / Highways.
- 9.15 Note that the Tree Management plan has been emailed to Heygates.
- 9.16 Note the streetlight along Flegg Green is still obscured by a tree and resolve on action required.

## 10.0 Planning

- 10.1 To discuss and resolve whether to approve revised Planning Comments Policy..
- 10.2 Note feedback from Planning update meeting (JB)
- 10.3 Do the Councillors wish to sign the petition "The planning system is unfair. It is one of the few decision-making processes that gives no right of appeal to affected third parties. The government should introduce a limited third party right of appeal by giving parish councils a right to appeal planning decisions to the Planning Inspectorate."
- 10.4 The Norfolk County Council Local List for Validation of Planning Applications Consultation Draft, February 2016: Invitation to make Representations- Discuss and agree how to respond. *Emailed 29/02*

### 10.5 To discuss all planning applications received for comment since the last meeting. Including:

- 10.5.1 16/00219/F; Construction of stand alone village hall with associated parking. On completion the existing village hall is to be demolished.
- 10.5.2 16/00220/F; Proposed single dwelling on existing village hall site
- 10.6 To note planning decisions since the last meeting. Including:
  - 10.6.1 15/01854/F Corner House, Queens Close, Construction of one bungalow. Application permitted. Delegated decision.
  - 10.6.2 15/01691/BT Telephone Box Church Road Wereham Norfolk - Removal of Telephone Services from Kiosk prior to adoption by Parish Council Application permitted. Delegated decision.
  - 10.6.3 15/01889/F New College Farm College Road Wereham King's Lynn Norfolk PE33 9AZ - Construction of agricultural storage building Application permitted. Delegated decision.
  - 10.6.4 15/01944/F Land opposite Bungalow Bens Lane, Construction of Two Cottages following removal of existing agricultural building. Application permitted. Committee decision.
  - 10.6.5 15/02073/0 Pleasance, Flegg Green. Application permitted. Delegated decision.

## 11.0 Finance

- 11.1 Note approval of Precept request.
- 11.2 Accept accounts to March 7<sup>th</sup> 2016 and agree cheques to be signed and payments approved in accordance with list to be circulated to councillors at meeting.

## 12.0 Parish Council Management Issues

- 12.1 Update on audit arrangements from 2017/18
- 12.2 Discuss going paperless and consider purchase of tablets for 'Council only' use to minimise printing requirements.
- 12.3 Request approval of budget mobile phone for Clerk use.

## 13.0 Councillors concerns and agenda items for next meeting –*information only*

### 14.0 Date of next meeting – Tuesday 10<sup>th</sup> May 2016. Annual Parish Meeting and the Annual Meeting of the Parish Council.

## 15.0 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 ).