

Members of the Public and Press Welcome to Attend

*Agenda published: 7 November 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.**

- 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 10 September 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 Hazard Management Report
  - 5.2 Grounds Maintenance Contract 2020/21 Onwards (three years) with CGM Ltd
  - 5.3 Play Area Project – Surfacing
  - 5.4 Dog Waste Management in the Village
  - 5.5 Speeding on Flegg Green (Public)
  - 5.6 Parking of Large Vehicles on St Margaret’s Hill (Public)
  - 5.7 Crown Gardens Path to A134 (Public)
  - 5.8 Bus Stop Provision on A134 (Public)
  - 5.9 Commission Annual Playground Inspection
  - 5.10 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 S Calvert
  
- 6 Parish Council Management**
  - 6.1 To Discuss First Draft Precept and Budget 2020/2021
  - 6.2 To Discuss and Approve Any Revisions Cemetery Scale of Fees
  - 6.3 To Approve 2020 Meeting Dates (Tuesdays: 14 January; 10 March; 12 May (Annual); 14 July; 8 Sept; 10 Nov)
  
- 7 Finance - To Accept accounts to 1 November 2019 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 14 January 2020**
  
- 11 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). To Discuss Parish Land and Personnel Matter.

\*Forward Work Programme

**JANUARY**

Mole Contract 2020/21\*

Payroll Contract 2020/21\*

Approval of Parish Precept and Budget\*

Clerk's Annual Appraisal\*

**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\*

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\*

Review of Mole Contract\*

Review of Payroll Contract\*

Draft Parish Precept and Budget Setting\*

Approval of Revised Cemetery Scale of Fees\*

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