

Members of the Public and Press Welcome to Attend

*Agenda published: 6 November 2018 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 To receive Declarations of Interest on Agenda Items and Dispensation Requests.

4.0 A) To confirm the Minutes of the Annual Meeting of the Parish Council held 11 September 2018  
B) Matters Arising (as the Clerks Report)

### **5.0 Update from the Wereham Village Hall**

#### **6 Village Management Issues**

6.1 To Discuss: Drainage On Church Road Outside George and Dragon – Representative from NCC Highways Attending

6.2 To Discuss: St Margaret's Tree Update – Priority 1 Year Work

6.3 Approval: St Margaret's Church Clock Tower Update and Commission of Annual Servicing

6.4 Approval of Tree Management Survey 2019/20 plus Six month Survey for Scots Pine, St Margarets Churchyard and Willow Tree, Pond

6.5 Approval of Current Tree Management Survey Second Year Priority Work Autumn 2019

6.6 Approval: Application to Hire Part of Playing Field

6.7 Approval: Commissioning of Annual Playground Inspection

6.8 Approval of Parish Partnership Funding 2019/20, if any

6.9 Approval of Cemetery Path Re-covering

6.10 Discussion NCC Consultations on their Budget and Childrens Centres

6.11 Discussion: Bi-monthly Risk Assessment inspection and agree any action required by the Parish Council, Rangers or Highways *Standard item verbal* (Play area; Playing Field; Pond Area/A134; St Margaret's Churchyard; Cemetery) - Verbal from Cllr Hitching.

6.12 To Discuss: Fly Infestation from Glazewing – Sept/Oct 18 – Email from Environmental Agency

#### **7 Parish Council Management**

7.1 Approval of Screen Use Costs in Meeting Room

7.2 Approval of Clerk Election Training

**8 Finance**

- 8.1 Accept accounts to 1 November 2018 and agree cheques to be signed and payments approved in accordance with list to be circulated to councillors at meeting. Financial Summary and Payment Approvals – to follow
- 8.2 Discussion: Draft Parish Precept and Budget Setting - 2019/20

**9 Cllr Colin Sampson BCKLWN and Cllr Martin Storey NCC Update**

**10 Councillors concerns and agenda items for future meetings – information only**

**11 Forward Work Programme – For information only**

**JANUARY**

Approval of Budget and Precept 2019/20  
Equal Opportunities Policy (2018-21) (NALC Template)  
Review Complaints Policy (2018-21)

**MARCH**

Play area inspection report  
Approval of Internal Auditor

**MAY**

Audit Return  
Annual Insurance Renewal  
Standing order review  
Financial Regulations and Risk Assessment Review

**JULY**

Councillor Training

**SEPTEMBER**

Tree Management for 2020

**NOVEMBER**

Commissioning of Annual Playground Inspection  
Draft Parish Precept and Budget Setting

**ONGOING** - Play Area, Churchyard, Pond, Playing Field; Cemetery Inspections Rota: Cllr Koopowitz Jan; Cllr Millard March; Cllr Ratsey May; Cllr Bruce July; Cllr Walker Sept; Cllr Hitching Nov

**13 Date of next meeting – Tuesday 8 January 2018.**

**14 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.