

**All members of the Wereham Parish Council are hereby summoned to attend the
Ordinary Meeting of Wereham Parish Council on
Tuesday 16 July 2024 at 7.00 pm
to be held in the Wereham Village Hall**

Members of the Public and Press Welcome to Attend
*Agenda published: 9 July 2024
and Circulated to Borough and County Councillor
Helen Richardson, Parish Clerk and RFO*

First 15 minutes Public Comments / Questions on Parish Issues (Prior to Meeting)

This Slot is for public participation prior to the commencement of the meeting, then from that point on the public are **not permitted to speak** without permission from the Chair.

*** Public to Note: All are to observe and follow the Parish Council's approved Standing Orders. Please see sections overleaf for your information covering 'Disorderly Conduct at Meetings' and 'Meetings Generally'.**

Following Public Slot - Ordinary Meeting Agenda

(Note the meeting will start between 6.30 and 6.45 pm if no public present)

1. To Note Openness and Transparency Notice and To Consider and Accept apologies for absence
2. To Note Declarations of Interest on Agenda Items and Dispensation Requests
3. To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council on 21 May 2024 and To Note the Matters Arising Report
4. To Approve Any Costs or Actions In Relation to the Bio-diversity Garden and Receive an Update
5. To Approve Costs and Actions in Relation to the Tree Management Survey
6. To Approve Grant Funding Bid to BCKLWN CIL for Restoration of Spring Monument, Wereham Pond
7. To Approve Additional Costs on Current Grounds Maintenance Contract to Cut around Dog Bins
8. To Approve Quote to Tidy the Pond up to four times per annum (1 yr contract; 2 further yrs pending performance)
9. To Approve Staining of Jubilee Bench on the Pond (and Cemetery Bench) (1 yr contract; 2 further yrs pending performance)
10. To Approve Sand and Paint of White Railings on Pond (pub side). (1 yr contract; 2 further yrs pending performance)
11. To Approve Costs to Install Bat Boxes and Location
12. To Discuss/Approve Action in Relation to Football Goal Issue on the Playing Field
13. To Approve Microsoft 365 Personal £60 for Parish Council Laptop and Refund to Clerk
14. To Approve Decisions Made on Email
 - a. Approval of Payment for Grounds Maintenance May 2024
 - b. Approval of Refund of £198 from Biodiversity Project Plants
 - c. Approval to change date of meeting to 16th July
 - d. Approval of Payment for Planting of Biodiversity Garden £105
15. To Approve Payments to date
16. To Receive Councillors Concerns and Agenda Items for next meeting and Forward Work Programme
17. To Approve Date of Next Meeting – Monday 9 September 2024 at 6.30pm in the Community Room, Wereham Village Hall

*** Standing Orders (Extract) Available on Website > Policies**

Disorderly conduct at meetings

- a *No person shall obstruct the transaction of business at a meeting or behave offensively or improperly. If this standing order is ignored, the chairman of the meeting shall request such person(s) to moderate or improve their conduct.*
- b *If person(s) disregard the request of the chairman of the meeting to moderate or improve their conduct, any councillor or the chairman of the meeting may move that the person be no longer heard or be excluded from the meeting. The motion, if seconded, shall be put to the vote without discussion.*
- c *If a resolution made under standing order 2(b) is ignored, the chairman of the meeting may take further reasonable steps to restore order or to progress the meeting. This may include temporarily suspending or closing the meeting.*

3. Meetings Generally

- a *Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.*
- b *The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the chairman of the meeting.*
- c *Subject to standing order 3(f), a member of the public shall not speak for more than (3) minutes.*
- d *In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.*
- e *A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort)]. The chairman of the meeting may at any time permit a person to be seated when speaking.*
- f *A person who speaks at a meeting shall direct his comments to the chairman of the meeting.*
- g *Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.*
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