

# Dersingham Parish Council

Dersingham Village Centre, 83 Manor Road, Dersingham,  
King's Lynn, Norfolk PE31 6LN

Tel: 01485 541465 E-mail: Clerk@dersingham.org.uk



Clerk: Sarah Bristow Chairman: Coral Shepherd

**ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND  
THE ANNUAL PARISH COUNCIL MEETING OF DERSINGHAM PARISH COUNCIL  
MEMBERS OF THE PUBLIC ARE WELCOME**

23 May 2022

Dear Councillor

Notice is given that the Annual Parish Council Meeting of Dersingham Parish Council will be held on Monday 30 May, at 7.00pm in the Main Hall, Dersingham Village Centre. A period of up to 15 minutes will be allowed at the start and the end of the meeting for questions and comments from the public on Agenda items.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S Bristow', written over a circular stamp or mark.

Clerk

## Agenda

- 1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office**
- 2. To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office**
- 3. To receive apologies for absence**
- 4. To receive Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda Items listed.**

Please indicate if there are any interests, which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

- 5 To approve and adopt the Standing Orders for Dersingham Parish Council.**
- 6 To approve and adopt the Financial Regulations for Dersingham Parish Council.**
- 7. Appointment of Parish Council representatives to serve on the following Committees/Organisations;**

**Please see attached sheet.**

- 8 To review the Committee terms of reference.**

- 9. To receive attached reports from:**
  - a) Finance and Administration – Cllr M Shepherd
  - b) Environment – Cllr R Frost
  - c) Communication – Cllr C Shepherd
  - d) Planning – Cllr M Noble/Cllr D Hipkin
  - e) Chairman’s Report – Cllr C Shepherd
- 10. End of Year Accounts**
- 11. To review the Council asset register**
- 12. Date, Time, and Place of next Annual Parish Council Meeting.**
- 13 To receive a verbal report from the Norfolk County Councillor.**
- 14 To receive a verbal report from the Borough Councillors.**
- 15 Accounts for Payment.**
  - a. **The Council to approve the payments being made.**  
Please see Appendix A
- 16 Accounts up to 30 April 2022**
- 17 Minutes of the Meeting of Dersingham Parish Council Meeting held on 15 February 2022**
  - a) To approve the minutes
  - b) Action Points
- 18 Minutes of the Meeting of Dersingham Parish Council Meeting held on 14 March 2022**
  - a) To approve the minutes
  - b) Action Points
- 19 Minutes of the Meeting of Dersingham Parish Council Meeting held on 21 March 2022**
  - a) To approve the minutes
  - b) Action Points
- 20 Minutes of the Meeting of Dersingham Parish Council Meeting held on 3 May 2022**
  - a) To approve the minutes
  - b) Action Points
- 21. Minutes of the Planning Committee Meeting held on the 9 May 2022**
  - a) Councillors to vote of any recommendations.
- 22. Minutes of the Environment Committee Meeting held on the 9 May 2022**
  - a) Councillors to vote of any recommendations.
- 23. Minutes of the Finance Committee Meeting held on the 16 May 2022**
  - a) Councillors to vote of any recommendations.
- 24. Minutes of the Staffing Committee Meeting held on the 16 May 2022**
  - a) Councillors to vote of any recommendations.

25. **Agree to Sign the Streetlight Maintenance Contract for the Three Years.**
26. **Chairman's Report**
27. **Clerk's/ RFO Report**
28. **Queen's Platinum Jubilee**
- 29 **Applications and Determinations:**

**All these applications can be viewed, and commented on, online at the Borough Council's planning portal [online.west-norfolk.gov.uk/online-applications/](https://online.west-norfolk.gov.uk/online-applications/)**

**The Council to vote and make comment on the planning applications.**

Applications:

- 22/00533/OM Outline Application: Creation of electric charging stations and commercial properties and improved access from the highway. Land West of A149 Picnic Site, Dersingham Bypass, Dersingham
- 22/00733/F Application for Proposed 2-storey side extension, single storey rear extension, garage conversion and various internal alterations at 38 Wallace Twite Way Dersingham.
- 22/00836/F Application for Ground floor alterations and extension to rear at Mecklenburg House 92 Chapel Road Dersingham.

Determinations.

- 22/00344/F Application for Conservatory Extension at Talltrees 7 Centre Vale Dersingham. - **Granted**
- 22/00515/O OUTLINE APPLICATION SOME MATTERS RESERVED: Residential plot for single storey dwelling at Rear of 12 Woodside Close Dersingham **Withdrawn.**

- 30 **Correspondence.**  
**The Council to note any correspondence received.**
31. **Items for inclusion on the next agenda.**
32. **Date & Place of next meeting.**  
**Parish Council Meeting Monday 27 June 2022 in the Garden Room of Dersingham Centre at 7.00pm.**

Open the meeting to allow Public Participation

#### **EXCLUSION OF THE PRESS AND PUBLIC**

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**33. Sports Ground Lease**

**34. Social Club Lease**