

## **Dersingham Parish Council**

Dersingham Village Centre,  
83 Manor Road,  
Dersingham,  
King's Lynn, PE31 6LN  
Tel: 01485 541465 Email: [bm@dersingham.org.uk](mailto:bm@dersingham.org.uk)



Chairman: Cllr C Shepherd

Business Manager: Karen Orgill

13<sup>th</sup> June 2024

### **FULL COUNCIL MEETING**

Dear Councillor,

You are hereby summoned to attend a meeting of the Full Council to be held on Monday 24<sup>th</sup> June at 7.30pm in the Garden Room, Dersingham Village Centre.

Members of public are welcome to attend.

*Karen Orgill* – Business Manager

### **AGENDA**

1. **To consider apologies for absence**
2. **To receive Declarations of Interest.** 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.
3. **Open the meeting to allow Public Participation**
4. **To receive a verbal report from the Norfolk County Councillor**
5. **To receive a verbal report from the Borough Councillors**
6. **To approve Annual Governance and Accountability (AGAR) 2023/24**
  - (a) End of Year Accounts (2023/23)
  - (b) Section 1 Annual Governance Statement 2023/24
  - (c) Section 2 Accounting Statements 2023/24
7. **Finance**
  - (a) Current Financial Position (Financial Budget Comparison and Reserves Report)
  - (b) To approve Payments for June 2024
  - (c) Internal Audit Final Report 2024
8. **Minutes**
  - (a) Minutes of the Full Council 20<sup>th</sup> May 2024
  - (b) Minutes of the Environment Committee 3<sup>rd</sup> June 2024
  - (c) Minutes of the Planning Committee 10<sup>th</sup> June 2024
    - (i) Recommendations to approve Terms of Reference

- (d) Minutes of the Finance & Admin Committee Meeting 10<sup>th</sup> June 2024
  - (i) Election of Committee Member to Finance & Admin
  - (ii) Recommendation to approve Terms of Reference
- (e) Notes of the Staffing Committee 17<sup>th</sup> June 2024
  - (i) Recommendations to approve Terms of Reference
- (f) Minutes of Communications Committee 17<sup>th</sup> June 2024
  - (i) Recommendations to approve Terms of Reference

**9. Planning applications and determinations**

All 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 following planning applications:

**24/00816/F** – Proposed erection of traditional cottage and associated works at land east of 21 Gelham Manor, Dersingham

**24/00942/F** – A single storey extension to the rear of the property going out 3.8m Concrete and block foundations with timber structure and timber cladding to the exterior at 36 Wallace Twite Way, Dersingham

**24/00957/F** – Proposed annexe in rear garden at 12 Woodside Close, Dersingham

**License Application** – Coach and Horses

**Determinations:** None

**10. To review and Adopt Policies**

- (a) Grievance Policy
- (b) Disciplinary Policy
- (c) Probity and Planning Protocol
- (d) Working Hours Policy
- (e) Staff Appraisal Policy

**11. Chairmans Report**

**12. Business Managers Report**

**13. Correspondence**

**14. Open the meeting to allow Public Participation**

**15. Items for inclusion on the next agenda**

**16. Date of next meetings:**

Monday 22<sup>nd</sup> July 2024 at 7pm in the Garden Room

**17. Exclusion of 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.

**18. Leases Update**

- (a) Sports Ground
- (b) Queen Elizabeth II Jubilee Hall