All members of the Wereham Parish Council are hereby summoned to attend the Annual Meeting of Wereham Parish Council on Tuesday 12 May 2026 At 7.00 pm (Any time following on after the Annual Parish Meeting starting at 6.45 pm) to be held in the Wereham Village Hall, Community Room, Church Road, Wereham, PE33 9AP

Members of the Public and Press Welcome to Attend.
Agenda Published: 1 May 2026.
Circulated to Borough Councillor. Helen Richardson, Parish Clerk and RFO

Public Participation (First 15 minutes)
This slot is for public comments and questions on parish issues before the meeting starts. After this period, public participation is only allowed with the Chair's permission. Note: All attendees must observe the Parish Council's approved Standing Orders, including sections on 'Disorderly Conduct at Meetings' and 'Meetings Generally'. More info overpage.

Ordinary Meeting Agenda
(Note: The meeting will start between 6:30 and 6.45 pm if no public is present)

1. Openness and Transparency Notice & Apologies for Absence
   To consider and accept apologies for absence.
2. Election of Chairperson and Vice Chairperson
   To Elect a Chairperson and Vice Chairperson to sign the Declaration of Acceptance of Office for Chairperson and Vice Chair Person
3. Declarations of Interest
   To note declarations of interest on agenda items and dispensation requests
4. To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council on 9 March 2026 and To Note the Matters Arising Report

5. The Following Items Relate to Annual Meeting Year End Actions:
   a. To Approve Review of Financial Regulations
   b. To Approve Review of Standing Orders
   c. To Approve the Review of Data Protection Policy, Audit and Model Publication Scheme
   d. To Approve Review of the Financial Risk Management Scheme 2026/27
   e. To Approve Review of the Assets Register as at 31.03.26
   f. To Approve Annual Insurance Renewal 2026/27
   g. To Approve Annual Accountability Return and Governance Statement - Annual Statement of Accounts 2025/6 Section 1
   h. To Approve Rest of Annual Accountability Return and Governance Statement 2025/6 - Section

6. Handyman Jobs
   To approve quote received for various handyman jobs

7. Health and Safety Policy
   To approve review of existing Health and Safety Policy – no changes proposed.

8. Anti Bullying and Harassment Policy
   To approve review of existing Policy – no changes proposed.

9. Bi-Monthly Health and Safety Inspection
   To note and approve any actions identified in the inspection.

10. Payments to Date
    To approve payments to date

11. Councillors' Concerns and Agenda Items for Next Meeting
    To receive concerns and agenda items for the next meeting and forward work programme.

12. Date of Next Meeting – Ordinary Meeting of the Wereham Parish Council Tuesday, 21 July 2026 at 6.45 pm in the Community Room, Wereham Village Hall.

Helen Richardson, Wereham Parish Clerk and Financial Responsible Person
Tel: 0779 500 6811, werehamPC@gmail.com

* 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.