

**MINUTES OF MEETING OF
THE ENVIRONMENT COMMITTEE
held on Monday 14 January 2019 at 19:00
at The Loft, Dersingham Village Centre**

Present : Cllr B Anderson, Cllr C Shepherd, Cllr B Hopkins, Cllr J Houston, Cllr R Frost, Cllr A Bubb, Cllr M Haizelden and Cllr V Brundle.

In Attendance The Clerk & Cllr M Noble.

86 Apologies

Everyone Present.

87 Declarations of Interest

None received.

88 Minutes of the Recreation & Environment Committee Meeting held on the 10 December 2018. It was resolved for the minutes to be signed by the Chair as a true record.

89 Rangers

Cllr Anderson advised that the fallen leaves have blocked the drain opposite the newsagents. **It was resolved for the Clerk to put on the Ranger list.** Cllr Bubb advised that Sandringham Hill needs attention. The Clerk advised that this had been programmed between Sandringham Estate and NCC Highways. Cllr Houston advised that the verge by the bus stop by the Recreation Ground is very uneven. **It was resolved for the Clerk to put on the Ranger List.**

90 Current Financial Position

The Clerk handed round a budget sheet. Please see attached. Currently all spending needs to go through Full Council.

91 Setting the Precept

a. Grasscutting Contract.

After discussion it was agreed for Cllr M Shepherd to come to a special meeting on the 29th January at 7.00pm to go over the maps for the Grass Cutting Contract. Cllr Anderson proposed that the same budget is set as last year and hopefully contracts will come in on budget. **It was resolved for the grasscutting budget to be £3,300 for 19/20.**

b. War Memorial

Cllr Houston advised that there were 40 sleepers needed to replace all the sleepers in the War Memorial Garden. **It was resolved for the Clerk to obtain prices for new and old sleepers and to try and purchase under the 18/19 budget.**

Cllr Shepherd asked about instillation. The Clerk said that she would try and obtain quotes. **It was resolved for the Clerk to try and obtain quotes for the instillation of the sleepers.**

c. Playground Surfaces

Cllr Anderson advised that most of us meet at the Recreation Ground this afternoon to look at the surface work advised by the RoSPA report. The Clerk read out the quotes that she had obtained. **It was resolved for the Clerk to email the preferred contractor and check if the prices had changed, when it could be achieved etc. It is also hoped to purchase under the 18/19 budget.**

92 Areas of Responsibility

(a) Bus Shelters/Bus Stop

Money put in the budget next year for the Parish share of the possible new bus stops around the Village Centre. The PPG have advised through Cllr Judd that they would be prepared to help with the purchasing of the stop.

(b) Streetlights

Cllr Anderson advised that Streetlight 9018 in Glebe Road was still not working. **It was resolved for the Clerk to report again and check if there was a bigger problem.**

(c) Grasscutting

See minutes 91a

(d) Cleaning

Nothing to report.

(e) Litter bins

Nothing to report.

(f) Seats and Benches

Cllr Shepherd asked if it would be possible to move the bench from the verge outside the Village Centre to in front of the building. Cllr Hopkins advised that it was used, was painted last year and is set in a large amount of concrete. **It was resolved for Cllr Shepherd to check out what is involved.**

(g) Dog waste bins/sponsorship –

The Clerk to undertake the sponsorship to start a.s.a.p. in the New Financial Year. The Clerk advised that she was hoping to undertake within the next couple of weeks. **It was resolved for the Clerk to undertake.**

(h) Footpaths and Walkways.

Cllr Noble asked if the Council provides new footpaths etc. The Clerk asked if Cllr Noble was thinking of anywhere in particular. Cllr Noble said that he had been asked about Shernborne Road as it is used by a lot of School Children. The Clerk advised that trods can be achieved by way of a Parish Partnership Scheme.

(i) Tree Warden

Nothing to report

- (j) **General Village Environment –**
Cllr Bubb advised that he was going to cut back around the Village Sign as a United Charities Trustee.

93. Mapping

Please see minute no 91a.

94 The Warren

Cllr Anderson advised that he would soon be able to give some time to the Management Plan for the Warren.

95 Risk Assessments

The Clerk advised that it would be good to breakdown the village into sections and then Councillors to take turns to look at the areas in rotation so that the Village is constantly being risk managed. **It was resolved for this to be worked on.**

96 Recreation area

a) Playground Inspection Reports. Cllr Hopkins advised that the Admin Assistant is undertaking the reports. **It was resolved for the Admin Assistant to undertake the Playground Safety Course.**

b) RoSPA Report – Surfaces.

Please see minute no 91c. **It was resolved for the Clerk to circulate when the information is received.**

97 War Memorial & War Memorial Gardens

Please see minute no 91b. The Clerk advised that the contract was only set for the Financial Year so would need to go out to tender.

98 Correspondence –

All been addressed within the agenda items.

99 Items for the Website.

Nothing at this time.

100. Items for inclusion at next Meeting

Same agenda plus Skatepark

101. Date, time and venue of next meeting

Monday 11 February 2019 at 7.00pm in The Loft, Dersingham Village Centre.

With no further business the meeting was closed at 19:55pm.

Financial Budget Comparison

Comparison between 01/04/18 and 31/12/18 inclusive.

Excludes transactions with an invoice date prior to 01/04/18

		2018/19	Actual Net	Balance
Environment				
Income				
400	Dog Bin Sponsorship	£600.00	£0.00	-£600.00
405	NCC Partnership Scheme	£0.00	£0.00	£0.00
410	Misc	£0.00	£0.00	£0.00
415	Precept	£0.00	£0.00	£0.00
420	Bus Stop Donation	£0.00	£0.00	£0.00
Total Income		£600.00	£0.00	-£600.00
Expenditure				
4000	Cleaning Contract	£3,500.00	£1,200.99	£2,299.01
4005	Dog Bins	£500.00	£0.00	£500.00
4010	Dog Bin Advertising	£60.00	£0.00	£60.00
4015	Dog Bin Emptying	£3,000.00	£0.00	£3,000.00
4020	Grasscutting/Verge Maintenance	£3,300.00	£2,612.50	£687.50
4025	Floral Enhancements	£350.00	£0.00	£350.00
4030	Taskforce	£75.00	£0.00	£75.00
4035	Street Lighting Energy	£2,000.00	£1,193.05	£806.95
4040	Streetlight Maintenance	£1,500.00	£703.76	£796.24
4045	Streetlight Repair/Survey/New	£3,500.00	£0.00	£3,500.00
4050	Seats/Benches	£100.00	£0.00	£100.00
4055	Village Sign	£100.00	£1,760.00	-£1,660.00
4060	Bus Shelters	£250.00	£65.00	£185.00
4065	Footpaths/PROW	£100.00	£0.00	£100.00
4070	Trees	£3,000.00	£750.00	£2,250.00
4075	Litterbins	£0.00	£0.00	£0.00
4080	General Maintenance	£2,000.00	£213.50	£1,786.50
4085	Parish Partnership Scheme	£0.00	£0.00	£0.00
4090	War Memorial Gardens Planting	£100.00	£0.00	£100.00
4095	War Memorial Maintenance	£1,000.00	£570.00	£430.00
4100	Bus Stop	£0.00	£0.00	£0.00
Total Expenditure		£24,435.00	£9,068.80	£15,366.20

Financial Budget Comparison

Comparison between 01/04/18 and 31/12/18 inclusive.

Excludes transactions with an invoice date prior to 01/04/18

		2018/19	Actual Net	Balance
Recreation				
Income				
500	Grants	£0.00	£0.00	£0.00
515	Income from Events	£0.00	£165.00	£165.00
520	Fundraising	£0.00	£0.00	£0.00
525	Recreation Events	£200.00	£0.00	-£200.00
540	Precept	£0.00	£0.00	£0.00
Total Income		£200.00	£165.00	-£35.00
Expenditure				
5000	Recreation Water	£75.00	£35.38	£39.62
5005	Recreation Ground Electricity	£150.00	£54.00	£96.00
5010	Playground Equipment - New	£1,000.00	£0.00	£1,000.00
5015	Playground Equipment - Maintenance	£2,000.00	£0.00	£2,000.00
5020	Playground Inspection	£200.00	£112.00	£88.00
5025	Recreation Ground Maintenance	£2,500.00	£12.00	£2,488.00
5030	Recreation Ground Grasscutting	£1,500.00	£403.52	£1,096.48
5045	Recreation Events	£1,000.00	£475.32	£524.68
5050	Children's Activities	£200.00	£0.00	£200.00
5055	Christmas Activities	£500.00	£299.59	£200.41
5060	Funday	£0.00	£72.00	-£72.00
Total Expenditure		£9,125.00	£1,463.81	£7,661.19

Financial Budget Comparison

Comparison between 01/04/18 and 31/12/18 inclusive.

Excludes transactions with an invoice date prior to 01/04/18

	2018/19	Actual Net	Balance
The Warren			
Expenditure			
8000 Warren Expenditure	£0.00	£3,055.20	-£3,055.20
Total Expenditure	£0.00	£3,055.20	-£3,055.20

Financial Budget Comparison

Comparison between 01/04/18 and 31/12/18 inclusive.

Excludes transactions with an invoice date prior to 01/04/18

	2018/19	Actual Net	Balance
Skatepark			
Income			
900 Skatepark Donations	£0.00	£1,020.00	£1,020.00
Total Income	£0.00	£1,020.00	£1,020.00
Expenditure			
9000 Skatepark Project	£0.00	£0.00	£0.00
Total Expenditure	£0.00	£0.00	£0.00