

Minutes of the Environment Committee meeting held on 5th December 2022 at 7.00pm, the Loft, Dersingham Village Centre

Present: Cllr R Frost (Chair) Cllr T Bubb (Vice Chair) Cllr C Shepherd, Cllr B Anderson (left 8.10pm), Cllr R Anderson, Cllr A Watkins, and Cllr J Stokes.

In Attendance Mrs G Scanlon Assistant Business Manager (ABM) & Minute Taker and one member of the public (Public left at 7.25pm)

760 Apologies.

None received.

761 Declarations of Interest

None received.

Public Participation.

A Parishioner wished to voice his concerns regarding the 420 saplings given to the parish by the Woodland Trust and planted on the Warren by volunteers in January 2022. Cllr B Anderson suggested agenda item 7 be brought forward to allow discussion. The parishioner reported the saplings were being damaged by deer and dogs in the area, with many of the protective plastic spirals being damaged leaving the saplings exposed. He said he was concerned there had been no after care of the saplings after they had been planted. After discussion it was agreed for a group of Councillors to visit the Warren in the new year to assess the situation regarding the health of the saplings.

The meeting returned to closed session.

762 Minutes of the Environment meeting held 7th November 2022

After the following amendments it was resolved to approve for the Chairman to sign the minutes as a true and accurate record.

Minute 738:

To remove “and the grass surface up to the skate park will need to be covered to prevent damage”

Minute 739:

To change Covid Budget to Covid Reserves

Action points were discussed and those completed removed

- To contact Cllr S Dark to confirm is he is covering the whole cost or whether a NCC's PPS bid will require completing. – Cllr Dark had confirmed County Council would pay 50% of the costs (£725.00) with the other 50% being paid by Cllr Darks Local Members Fund, resulting in no cost to the Parish Council.
- To obtain quotations to purchase an Oak Tree. – The Business Manager is to contact Barchams Tree specialists to obtain the price of a 4-metre English Oak Tree
- To arrange a replacement either in plastic or glass for 30mph flashing sign on Lynn Road – The Business Manager had contacted Westcotec who had confirmed they no longer make the sign installed on Lynn Road. Quotations of £2940.00 exc VAT for a new SAM2 had been received. Cllr Bubb suggested a sheet of Perspex be used to replace the existing cover. Cllr R Anderson agreed to look at the SAM2 and report finding at the next Environment meeting.

Minutes of the Environment Budget Setting meeting held 21st November 2022

After the following amendments it was resolved to approve for the Chairman to sign the minutes as a true and accurate record.

The ABM reported she had contacted local printing companies to establish a cost for the replacement sponsorship stickers on the dog bins. Dolphin Graphics in Dersingham had given the best price at £5.00 per sticker. After discussion Cllr C Shepherd proposed the budget line 4010 Dog Bin Advertising be increased from £60.00 to £300.00 to cover costs. **It was resolved to agree the proposal**

Cllr C Shepherd reported the Chairman of Finance had asked if the amount allocated for budget line 4060 Bus Shelters of £250.00 was adequate to carry out work on all bus shelters. **It was approved to increase budget line 4060 Bus Shelters to £500.00**

763 Current Financial Position

Cllr C Shepherd advised there was nothing to report

764 Reserves

Cllr C Shepherd advised there was nothing to report

765 Areas of responsibility.

a Bus shelters/stops – No discussion

b Streetlights

Cllr C Shepherd advised a County Highways Technician had been in the office today to inform the Parish Council there is resurfacing work scheduled to take place on a piece of pavement on Woodside Avenue, however there is a lamp column owned by the Parish Council that currently has the bottom section painted black and suggested it be repainted white to enable pedestrians to see it better once the resurfacing has taken place. **It was agreed that Mr English paint the lamppost using white hammarite as soon as possible, and that reflective tape be used in the meantime. Cllr Stokes agreed to do this.**

c Grasscutting -No discussion

d Cleaning – No discussion

e Litter Bins- No discussion

f Seats & Benches

Cllr Frost advised he had received the plans showing where the benches are located and was in the process of checking the condition of the benches. Those that had been checked appeared to be in good order, therefore he suggested the proposed budget for 2023/23 remains.

Cllr C Shepherd advised Mr English had reported the picnic table near the Skate Park had been damaged again and he had made it safe for use. Cllr Bubb commented that once the stake was in place and the bench bolted to it it should prevent further damage.

g Dog Bins & Sponsorship.

This item was dealt with under minute 762

Cllr Bubb advised the dog bin by the entrance to the play area on Bank Road is rusted along the bottom.

h Footpaths/Walkways

Cllr B Anderson reported he had written to the co-ordinator of the footpath project, as a member of Norfolk Butterfly Conservation, to request the proposal of planting trees going north of footpath 16 be reconsidered. A response had been received and there will be no trees planted in the area.

i Tree Warden – No discussion

j General village environment.

Cllr C Shepherd asked if individuals wished to notify Norfolk County Council (NCC) of faults and defects around the village via the online reporting system, could they be mindful of the information supplied and suggested, where possible, a photo be uploaded to accompany the report. This will enable the NCC Highways Technician to prioritise reports received.

766 Warren

This item was covered under the public participation discussion.

Cllr B Anderson left the meeting at 8.10pm. Cllr C Shepherd asked if he wished to have Climate Change removed from subsequent agendas. Cllr B Anderson said it would be beneficial if it could remain as an agenda item to enable discussion should the need arise.

767 Recreation Ground

- a Review of Cleaning**
- b Five-Year Plan – No update**
- c Update on Skate Park – No update**
- d Recreation Grass Cutting Contract**

Cllr C Shepherd reported the Business Manager had asked for quotes, but none had been received to date.

Cllr Watkins asked if the Parish Council had considered installing equipment at the playground for those with disabilities. Cllr R Anderson said there was nothing in the five-year plan for juniors. After discussion Councillors decided specialised equipment could be considered when the existing equipment needed to be replaced.

768 War Memorial and War Memorial Gardens - No update

769 Climate Change

This item was discussed under minute 766

770 Rangers

Cllr Bubb asked if the leaves could be cleared from the footpath on Manor Road between the Village Centre and the Coach & Horses, also along the footpath opposite St Nicholas Church, Manor Road.

771 Street lights

Cllr C Shepherd reported she will apply for grants in the new year when they become available.

772 NCC's Parish Partnership Bid

Cllr C Shepherd advised the Business Manager would be applying for the NCC's Parish Partnership grant.

773 Inventory

Councillors agreed to remove this item from the agenda.

774 Correspondence

Cllr C Shepherd reported she had met with the Business Manager and the landowner to discuss the bridge that leads from Holyrood Drive onto the Sports Ground, and it had been agreed that the Landowner would arrange for a culverted bridge to be installed. There is now a bridge in place however it is not clear who had carried out the work. As the quality of the work carried out was unsatisfactory, Cllr C Shepherd suggested she seeks advice

775 Items for inclusion on the next agenda – None received

776 Any item for Facebook – None received

777 Date of next meeting – Monday 9th January 2023, Loft, Dersingham Centre

ACTION LIST

Cllr Shepherd

- To identify the streetlights to complete the grant. An application will be made for Glebe Road.
- To contact the contractor again regarding the repair to the surface of the Skate Park.

Business Manager

- To obtain quotations to from a specialist company to repaint the bus shelters and paint the War Memorial Garden.
- To approach Coastal Vets, Millhouse Vets, Dersingham Vets and R&B to advise them about the increase in price and to see if they wish to continue with their sponsorship. Once sponsorship has been confirmed to obtain and install stickers on each bin.
- Two quotations had been received for the new grass cutting contract, however a third quotation is required before the contract can be awarded.
- To arrange an inspection of the dog bins
- To contact Barchams Tree specialists to obtain the price of a 4-meter English Oak Tree
- To apply for the NCC's Parish Partnership grant.

Cllr R Anderson

- To look at SAM2 sign with the view to replacing the current screen with a Perspex sheet