

Minutes of the Environment Committee meeting held on Monday 7th April 2025 at 7.00pm, in the Garden Room, Dersingham Village Centre

Present: Cllr R Frost (Chairman), Cllr C Shepherd, Cllr J Stokes, Cllr M Ward, Cllr B Anderson, Cllr A Watkins and Cllr T Bubb

In Attendance: Karen Orgill - Business Manager and Minute Taker

Cllr R Frost thanked Cllr M Ward for stepping in and chairing the recent meetings.

1. **To consider apologies for absence** - None
2. **Declarations of Interest and requests for dispensations by councillors in any agenda item** – Cllr C Shepherd for item 6(k) Hedge in front of Dersingham Village Centre
3. **Open the meeting to allow Public Participation** – two members of public
4. **Minutes of the Environment Committee Meeting held on the 4th March 2025.**
– the minutes were proposed by Cllr B Anderson and seconded by Cllr J Stokes and they were approved as a correct record and were duly signed by the Chairman of that meeting - Cllr M Ward
(b) Action points were discussed and those completed will be removed.

Business Manager

- (a) To source further quotations from specialist companies for new closers on all gates into the playground – The BM explained that none of the engineering companies she had contacted had sent in quotations and after a discussion the parish councillors recommended that she now try contacting blacksmiths.
- (b) To purchase 2 x pre-drilled and 5mm stainless steel information boards about the commemorative trees by the junction of Heath Road and Lynn Road – The BM informed the meeting that obtaining stainless steel plaques to fit the sizes of the bricks was proving difficult and a decision was made that plain stainless-steel plaques are to be positioned by each tree and the BM to obtain quotations.
- (c) To contact specialised companies for quotations for a cantilever bus shelter St. Cecilia’s church – see item 21.
- (d) To identify the ownership of the litter bin in Hunstanton Road near the junction with Woodside Avenue – The BM informed the meeting that the Borough Council’s CleanUp Team had confirmed that the bin is the responsibility of the parish council and it could be painted. A decision was made to ask the BM to obtain a quotation from the company repainting the benches in May/June.
- (e) To email Historic England with photos of the moat which showed the damage – The BM informed the meeting that following her email the Inspector of Ancient Monuments (Cambridgeshire & Norfolk) made a visit on Monday 31st March 2025 but has not heard back from him.
- (f) To arrange for quotations for a narrow bench at the bus stop on Hunstanton Road near the Spar – See item 22.
- (g) To send an extension of the contract to the Cleaning Contractor – Completed.
- (h) To obtain a quote for one extra visit each week during the school six-week holiday from the Cleaning Contractor – see item 23.
- (i) To obtain a quotation from RoSPA for the Childrens Playground and Skatepark for May/June 2025 – see item 24.

- (j) To book 2 litter picking kits for Saturday 12th April 2025. Completed and the Borough Council's CleanUp Team asked where the full litter bags should be picked up from. Cllr C Shepherd will liaise with DVCA.
- (k) To contact the contractors for quotes for work at the War Memorial Gardens – see item 19.
- (l) To arrange for measurements and sizes of the replacement litter bin on the War Memorial Gardens for June 2025 – see item 20.

Cllr B Anderson asked for it to be noted that the BM had completed all the items in the Action List.

Cllr T Bubb

- (a) To re-install the 'Please clean up after your Dog' sign on the sports field when the position has been agreed by Cllr C Shepherd. Following changes in the control of dogs on the sports field, the BM was asked to arrange for the sign to be scrapped.
- (b) To speak with the Borough Council regarding the size of replacement dog waste bins. Cllr T Bubb reported that no reply had been received so he will now contact the Officers direct.
- (c) To send the BM further information to arrange for quotations for cycle hoops to be placed at the bus stop opposite the Spar – Cllr T Bubb explained that he had not received any formal information about cycle hoops. Cllr C Shepherd acknowledged that a need should be proven before cycle hoops were purchased and she will send Cllr J Stokes an article to place on Facebook to see if cycle hoops are required.

Cllr J Stokes

- (a) To take photos of the moat which showed the damage and send to the BM. Completed and the BM had forwarded these to Historic England.

Cllr C Shepherd

- (a) To revisit the bus shelter on Chapel Road and check the repair. Completed and Cllr C Shepherd informed the meeting that the repair was holding and there being no further decay, this action is complete.

Cllr B Anderson

- (a) To measure up the area for a narrow bench at the bus stop on Hunstanton Road near the Spar and pass the details onto the BM. Cllr B Anderson confirmed the measurements and the BM was asked to obtain quotations for wooden seating as well as metal.
- (c) **To consider matters arising** – none

5. Current Financial Position and Reserves

Cllr C Shepherd informed the meeting that the finances now showed the expenditure and income for the last financial year and advised that the budget for dog bins showed the incorrect invoice sent out by BCWNKL, they had refunded some money and this showed in misc income together with the donation for the maple tree. As the contract for cleaning had been confirmed for a further 2 years, the amount for the cleaning contract could be reduced in next year's budget. The Environment budget of £36,500 showed that £20,397 was spent. The Recreation budget of £9,600 showed that £6,139 was spent. The Reserves budget of £16,086 allowed for a further 6 years of grass cutting but would be required to be topped up further. A decision was made to request that some money be transferred into the Warren Reserves and to take to the Finance and Administration meeting in May.

6. Areas of responsibility

- (a) Bus shelters/stops – The BM informed the meeting that the cleaning contractor had cleaned the bus shelter gutter on Chapel Road

- (b) Streetlights – Street Lighting Maintenance Contract – Cllr C Shepherd informed the meeting that this contract expired in June 2025 and the BM was asked to arrange new quotations.
- (c) Grass Cutting – Cllr C Shepherd informed the meeting that the first cut was now being made by the grass cutting contractor.
- (d) Cleaning – Item 23 was taken at this point and the BM informed the meeting of the extra cost of litter picking at the Recreation Ground during the summer holidays, the cost were discussed.
Cllr B Anderson proposed that 6 extra litter picking sessions be carried out over the summer and Cllr J Stokes seconded the motion and the decision was carried. The BM asked if two further litter picking sessions could be carried out over Easter and this decision was also carried. The BM to arrange for two orders to be prepared.
- (e) Litter Bins – Already discussed
- (f) Seats and Benches – Cllr T Bubb informed the meeting that he had applied the second coat of oil to the wooden bench at Earl Close.
- (g) Children’s Playground Inspection Form – The BM reported there were no issues on the playground. Date for delivery of top soil – dates were discussed and Cllr R Frost confirmed he would send the date to the BM for circulation after the meeting.
- (h) Dog Bins and Sponsorship – Increase in charges from Kings Lynn BC –
Cllr C Shepherd informed the meeting that the cost of dog bin emptying had risen to £6,810.70 net which was a 115% increase on emptying 31 bins weekly. Cllr T Bubb had spoken to the Borough Council and had been told that in future they would send a draft budget cost out before the parish council set their budgets. Cllr C Shepherd also expressed concern that any replacement bin had to be reduced to 25 litres. The BM was asked to write expressing DPC’s concern over the charges and reduction of size of the bins.
- (i) Footpaths/Walkways – Cllr T Bubb queried the work carried out on Sandringham Road opposite Petals Tea Rooms and asked the BM to find out who carried out the work.
- (j) Tree Warden and Tree Survey – Full Tree Survey. Cllr C Shepherd explained that a full tree survey would be required again and asked the BM to obtain quotations.
- (k) General Village Environment – Hedge in front of Dersingham Village Centre – A discussion took place over the maintenance of the hedge in front to Dersingham Village Centre and whether DPC should now take over the maintenance of the hedge. Cllr B Anderson moved the decision to take over responsibility of cutting the hedge and Cllr J Stokes seconded the motion and approval was given.
Cllr T Bubb said he would be happy to fit the top left tile on the village sign plinth.
Cllr C Shepherd informed the meeting that the newly repainted village sign was now re-installed.

7. **Recreation Ground** – nothing to report

8. **War Memorial and War Memorial Gardens** - nothing to report

9. **Climate change and Biodiversity** – Cllr B Anderson informed the meeting that it had been the sunniest March since 1910 when records began. This spring was much warmer and drier in contrast to last year’s spring which was very wet and cold. The Butterfly Conservation Trust has reported the absence and decline of Small Tortoiseshell butterflies and Cllr B Anderson showed the meeting a graph which plotted the concerning decline. Cllr B Anderson and Cllr M Ward would conduct a bat survey in the Churchyard on the 10th April 2025.

Cllr T Bubb informed the meeting that he was Chairman of the reconvened the Borough Council's Climate Change Group. He explained that the BC were retaining the gas boilers whilst the heat pumps settled in.

10. **Rangers and update on NCC Highways Requests** – nothing to report
11. **Village Spring Clean – Saturday 12th April 2025 at 10.30am** – already discussed
12. **Reduction of speed from 30mph to 20mph** – Cllr J Stokes outlined his request for a traffic survey to be undertaken to look at the reduction of speed on Manor Road, Chapel Road and Post Office Road, this would improve road safety, stop congestion and reduce parking issues.
Cllr J Stokes proposed a motion to arrange for a traffic survey to be undertaken and Cllr B Anderson seconded the motion. A vote took place with 2 supporting the motion, 4 against the motion and 1 abstention. The decision was against the motion.
13. **Correspondence**
 - 13.1 E-On Next Price Increase – noted at the meeting
14. **Open the meeting to allow Public Participation** – the two parishioners who had joined the meeting explained that they are part of the gardening group who currently maintain the hedge as well as the gardens at the Village Centre. They appreciated DPC agreeing to maintain the hedge and it was also agreed that the gardening group would continue weeding underneath the hedge until the hedge has grown sufficiently to cut out the light and preventing the weeds from growing. The two parishioners informed the meeting that they had carried out their own litter pick along Heath Road and the surrounding area and picked five bags of rubbish and asked DPC to write to the Borough Council asking them to carry out their litter picks on the A149. The parishioners also mentioned the nettles growing on the land abutting the village centre and they would ask the landowner if they could use weedkiller. The parishioners thanked DPC for arranging the litter pick but asked if the details could be placed on the village noticeboards in future.
15. **Items for inclusion on the next agenda** – to be sent to the BM
16. **Date of next meeting – Tuesday 6th May 2025 at 7pm in the Loft**
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. **Quotations for unmetered electrical supply to streetlights** – Cllr C Shepherd informed the meeting that the current contract ends on the 23rd April 2025. The BM had previously circulated quotations for one, two and three years from the current supplier but they had not yet been sent the information regarding half hourly supply to UKPN for a new Certificate. Cllr T Bubb proposed to accept the one-year contract and Cllr J Stokes seconded the proposal with all councillors agreeing the proposal and the decision was made.
19. **Quotations for paving at War Memorial Gardens** – The BM informed the meeting that further quotations were still outstanding and she was asked to arrange for further quotations for May's meeting.

20. **Quotations for replacement of litter bin on the War Memorial Gardens** – The BM had previously circulated photos, sizes and prices of the replacement bin and it was agreed that the Broxap bin should be purchased but wait until the paving had been completed.
21. **Quotations for cantilever bus shelter outside St. Cecilia’s Church** – The BM had previously circulated photos, sizes and prices of bus shelters but informed the meeting that the existing bench would need to be moved by some of the contractors during the works and she would now contact St. Cecilia’s Church for their consent.
22. **Quotations for narrow bench at the bus stop on Hunstanton Road** – The BM had been asked to source quotations for wooden benches as well as metal.
23. **Quotation for additional visit each week during school six-week holiday by Cleaning Contractor** – Agreed under item 6(d).
24. **Quotation for inspection for the Childrens Playground and Skatepark for work to be carried out in June/July 2025** – The BM had previously circulated the quotation and a decision was made to engage RoSPA.
25. **Quotation for removal and disposal of dog bin** at Greenwich Close – The BM had previously circulation the quotation which was agreed and the BM was asked to send out the order.

With no further business the meeting was closed at 21:10

Action Points

Business Manager

- (a) To source quotations from blacksmiths for new closers on all gates into the playground
- (b) To source a quotation for the painting of the litter bin in Hunstanton Road near the junction with Woodside Avenue
- (c) To arrange for quotations for a wooden narrow bench at the bus stop on Hunstanton Road near the Spar
- (d) To obtain quotations for the Street Lighting Maintenance Contract
- (e) To arrange for the dog sign to be scrapped
- (f) To arrange for two orders to be sent to the Cleaning Contactor – 1 for 2 sessions over Easter and 1 for 6 sessions over the summer holidays
- (g) To write to the BC expressing DPC’s concern over the charges and reduction of size of the bins
- (h) To find out who carried out the work at Sandringham Road opposite Petals Tea Rooms and ask for the soil to be moved off the pavement
- (i) To obtain quotations for a Full Tree Survey
- (j) To write to the Borough Council asking when are they carrying out the litter picks on the A149
- (k) To arrange for further quotations for the paving for the War Memorial Gardens
- (l) To contact St. Cecilia’s Church for their consent for the moving of the bench for the installation of a new bus shelter

Councillor Tony Bubb

- (a) To fit the top left tile on the village sign plinth