

Minutes of the Dersingham Parish Council meeting held on 27th February 2023 at 7pm in the Dersingham Village Centre

Councillors present: Coral Shepherd (Chairman), Brian Anderson (Vice Chairman) Robert Anderson, Tony Bubb, Robert Frost, John Houston, Martin Noble, Mike Shepherd, and Dennis Wright. Dane Hipkin, Jordan Stokes, Ann Watkins

Also present: Karen Orgill (Business Manager). Geraldine Scanlon (Assistant Business Manager – Minute taker) County Councillor Stuart Dark
1 Member of the public

14219 Apologies for absence

Apologies were received from Cllr Brundle.

14220 Declarations of interest and request dispensations by Councillors in any of the agenda items listed – None Received.

14221 Open forum for public participation – There was no public participation.

14222 To receive a verbal report from the Norfolk County Councillor

Cllr S Dark reported the following:

The budgets have been set for Norfolk County Council, with a Council Tax increase in line with the Government's cap of 4.99% for 2023/24, 2.99% for general Council Tax and 2% for the adult social care.

Norfolk County Council (NCC) have agreed to progress the County deal which would transfer some powers and funding from Government to Norfolk, with £20 million a year guaranteed for 30 years, a total of £600 million. A public consultation on the deal will commence in February with the outcome known in December. If agreed a countywide election for a leader will then take place. Cllr Dark encouraged the Parish Council and public to engage in the consultation. He had supported the CIL bid by Dersingham VA Primary & Nursery school to build a library within the school and advised the current round of CIL funding is now closed.

A planning application to build flats on the Hunstanton Bus Station site has been withdrawn. NCC wants to improve the bus station, which is the fourth busiest in Norfolk, to encourage people to use public transport, by investing £1.2 to £1.4 Million in the area, a meeting is to take place 9th March.

There is no update regarding the corrective work needed to take place on the road surface along Hunstanton Road near the Spar shop.

Concerns had been raised regarding the amount of litter beside the A149, Cllr Dark is to continue to make enquires regarding the matter.

Cllr Stokes asked about both the NCC and Borough Council positions regarding the proposed Wash barrage. Cllr Dark advised they both had refrained from making decisions until more information is known.

Cllr C Shepherd said there had been reports of speeding down Sandringham Hill into the village and asked if there was anything NCC could do to prevent speeding vehicles. Cllr Dark advised he would take the matter forward and copy Cllr C Shepherd into the email.

14223 To receive a verbal report from the Borough Councillor

Cllr Bubb also raised concerns regarding the amount of litter beside the A149. The Borough Council has increased the budget by 4.99% for 2023/24 of this £143 is paid to the Internal Drainage Board for working to reduce the risk of flooding.

Cllr Bubb reported the remaining £500.00 of his members fund has been donated to the Sports Ground for spares/repairs to their tractor.

14224 Finance

(a) To approve the payments list

Cllr C Shepherd advised the BACS, DD & SO, grant to local businessman towards an event at the Recreation Ground and the Private Staff salaries payments list had been circulated prior to the meeting.

It was resolved to approve the payments

(b) Accounts up to 31st December 2022

The Financial Budget Comparison and Reserves Report had been circulated

14225 Minutes

(a) Full Council and Precept Setting meeting 30th January 2023.

(i) To approve the minutes

It was resolved to approve the Chairman signs the Minutes as a true and accurate record

(ii) Action points

Action points were discussed and those completed removed.

- To contact the Borough Council to arrange a litter pick for the bank holiday, 8th May 2023 King III Coronation "Big Help Out" day. The BM advised the litter pick had been booked and a risk assessment form compiled for completion. The 2 litter picking kits would need to be collected from the Borough Council. Cllr C Shepherd advised she would collect.

(b) Minutes of the Environment Committee Meeting 6th February 2023

Cllr Frost advised the vegetation had been cut back by the Rangers along Sandringham Road making the pavement accessible.

The tree trunk seating previously ordered for the Warren has been re-ordered.

Cllr C Shepherd advised a new/replacement picnic seat had been ordered for the Recreation Ground.

(c) Minutes of the Planning Committee Meeting 13th February 2023

Cllr C Shepherd reported Planning Committee had not objected to planning application 22/02053/A and drew attention to refusal of consent for the advertising sign on the A149 prior to the George Pratt roundabout.

(d) Minutes of Finance & Administration Committee Meeting 13th February 2023

Cllr M Shepherd advised there were no recommendations to bring to Full Council.

He advised minute number 7- IT Update had progressed since the committee meeting, staff are now using the new system with a full migration due to take place shortly. The Locum RFO will also be set up now it has been agreed for the Locum RFO to work on a contractor basis by the Staffing Committee. The next

phase is to get Councillors operational on the new system. It was felt this may be done committee by committee; it will be rolled out to the F&A Committee first. Cllr M Shepherd will contact Councillors to arrange training.
Cllr M Shepherd said the Internal Audit is booked to take place 11th and 13th April 2023.

(e) Staffing Committee 20th February 2023

Cllr C Shepherd advised the staffing salaries and pension payments had been approved.

It had been agreed the Locum RFO would be employed by the Parish Council on a rolling contract which could be terminated by either party at any time.

14226 Planning applications and determinations

Applications:

22/02030/F Two storey rear extension, alterations and refurbishment of Public House following partial demolition (amended application) at Coach & Horses, 77 Manor Road, Dersingham – Comments: **Support** - Providing the drainage of the car park does not lead to risk of flooding of the adjacent sports ground.

Determinations:

23/00003/TREECA Coach & Horses, 77 Manor Road, Dersingham, T1- Cypress to fell, T2- Corkscrew willow to fell, T3- Cherry to fell, Row 1- Leylandii to fell. – No Objection 8th February 2023

22/00110/TPO Beeches, 53A Chapel Road, Dersingham. 2TPO/00040 and 2TPO/00179: T1 Oak- remove tree. – TPO Partial 16th February 2023 The Chairman advised that this was a split decision with the felling being refused and consent given for a crown reduction.

14227 Chairman's Report

The Chairman reported:

The recently purchased Beech Tree has now been planted on the grassed area near the village sign along Heath Road and Lynn Road.

Local elections take place on the 4th May 2023, Councillors were reminded they would need to download and complete the election forms which then would need to be hand delivered to the Borough Council offices in King's Lynn. She also reminded everyone that to vote you will be required to produce a form of photo ID, for those that do not have photo ID a authentication certificate can be obtained from the Borough Council, it is advisable to contact the Borough Council as soon as possible. Expired photo ID will be accepted provided that it still resembles the individual.

The Social Club is due to hold its AGM on 7th March 2023 at 7pm.

14228 Business Managers Report

The BM advised she had attended the NPTS Clerks Networking Session on Friday 24th February during which elections were covered, Electoral Roll numbers will be needed when completing the Nomination forms, which she can supply.

A pre-election candidates and Parish Clerk briefing session is to be held on Thursday 2nd March, which the BM has booked to attend.
The Borough Council CIL grant scheme re-opens in July and Councillors were asked for any suggestions.

14229 HM The King's Coronation Saturday 6th May 2023

Cllr C Shepherd informed Councillors of the scheduled events.
DVCA are holding a Dine & Dance on Saturday 6th May at 6.45pm, tickets are available at the Post Office.
A Church Service will be held at St Nicholas Church on Sunday 7th May
Litter pick to be held Monday 8th May
The Parish Council are running "The seeKING Trail" throughout the whole weekend

14230 Speeding traffic on Sandringham Road.

Cllr C Shepherd advised this was an outstanding item raised at the Annual Parish Meeting and had been covered by in the Borough Councils report minute 14223. Cllr Dark has agreed to take the matter forward.

14231 Discussion on changing Planning Committee to 3rd Monday in each month

Cllr C Shepherd advised she had considered changing the dates of the Planning Committee meeting each month, however now felt this would not be effective.

14232 NCC's Consultation on a County Deal for Norfolk

Cllr C Shepherd advised Cllr Dark had already outlined the County Deal in his verbal report.
After discussion it was agreed the Parish Council would not respond to the consultation and would encourage individuals to comment.

14233 Correspondence

Cllr C Shepherd advised a letter had been received from Kings Lynn Joint Advisory Group, a group bringing together the Kings Lynn Conservancy Board and The Wash & North Norfolk Marine Partnership. The letter is inviting Councillors to attend an online meeting to discuss the proposed Wash Barrage and asked if any Councillors wished to attend. The meeting is Wednesday 8th March 15:00-17:00 via Zoom, Cllr C Shepherd advised she will attend the meeting.
The BM reported an email had been received from PC Gilluley, Norfolk Police, informing of new tactics being used to organise an Unlicensed Music Events (UME) and advised she had forwarded the email to Mrs Payne (DVCA Chairman) and the ABM.
The Norfolk Superhero is holding their annual charity Quadrathlon on 10th June 2023.
Cllr Stokes said there have been several comments made on Facebook regarding the location of the newly erected basketball hoops at the recreation ground in relation to the football goalmouths. Cllr C Shepherd advised it is on the next environment committee meeting agenda.

14234 Open the meeting to allow Public Participation – Borough and Norfolk County Councillor J Moriaty reiterated anyone wishing to apply for the Borough Council voting certificate should do so as soon as possible.

14235 Items for inclusion on the next agenda – None received

14236 Date of next meeting – Monday 27th March 2023 at 7pm, Garden Room

The meeting was placed in closed session at 8.07pm

EXCLUSION OF THE 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.

14237 Leases Update

(a) Update on Sports Ground Lease

The Chairman advised she had met with the solicitor. The headlease is completed however some further work will be carried out on the draft Underlease.

(b) Update on Queen Elizabeth II Jubilee Hall Lease

The Chairman reported that an EPC report needed to be obtained for the Queen Elizabeth II Jubilee Hall in connection with a new lease, the BM is currently obtaining quotes for the report.

The Social Club are having their AGM on 7th March.

With no further business the meeting closed at 8.25pm

Action points from the Parish Council meeting held 30th May 2022:

Business Manager

- To add the new trees at the recreation ground and near to the village sign to the Asset Register.
-

Action points from the Parish Council meeting held 26th September 2022:

Business Manager

- To arrange to become a signatory on the main bank account.

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/22

Additional Approval List 28.02.23

No	Payment Reference	Gross	Vat	Net	Invoice date	Details	Cheque Total
273	BACS.KG.2 8.02.23	£200.00	£0.00	£200.00	24/02/23	Kurtis Green - Donation towards Coronation Event	£200.00
Total		£200.00	£0.00	£200.00			

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/22

Approval List for RFO 28.02.23

No	Payment Reference	Gross	Vat	Net	Invoice date	Details	Cheque Total
274	BACS.DLG. 28.02.23	£225.00	£0.00	£225.00	27/02/23	Denise Gascoyne - RFO on behalf of the above council as per attached invoice	£225.00
Total		£225.00	£0.00	£225.00			

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - approval list

Start of year 01/04/22

BACS and DD Approval List 28.02.23

No	Payment Reference	Gross	Vat	Net Invoice	Details	Invoice
259	BACS.AS.2 8.02.23	£119.81	£19.97	£99.84	14/02/23	Aston Shaw - For professional services rendered in connection with the completion of wages for quarter ended 05.01.23
		£119.81	£19.97	£99.84	Aston Shaw - Total	
272	BACS.DD.2 8.02.23	£60.00	£0.00	£60.00	21/02/23	David Doman - War Memorial Maintenance 4 visits
		£60.00	£0.00	£60.00	David Doman - Total	
264	BACSP&N. 28.02.23	£300.00	£0.00	£300.00	20/02/23	Dersingham VA Primary & Nursery School - Minor Grant
		£300.00	£0.00	£300.00	Dersingham VA Primary & Nursery School - Total	
266	BACS.EA1. 28.02.23	£345.60	£57.60	£288.00	13/02/23	Earth Anchors Ltd - Quotation Q6224 Qty.2 HGN dog waste bin and lid assembly to fit onto an Earth Anchor Post. Bin finished in red and fitted with Earth Anchor Ltd standard dog bin logo
1		£302.40	£50.40	£252.00		ENV HGN Dog Waste Bin
2		£43.20	£7.20	£36.00		ENV Delivery
257	BACS.EA2. 28.02.23	£350.40	£58.40	£292.00	13/12/22	Earth Anchors Ltd -
1		£196.80	£32.80	£164.00		ENV HGN Anchor Post
2		£117.60	£19.60	£98.00		ENV HGN Installation Tools ; Drive Cup
3		£36.00	£6.00	£30.00		ENV Delivery
		£696.00	£116.00	£580.00	Earth Anchors Ltd - Total	
271	BACS.FL.2 8.02.23	£2,162.64	£360.44	£1,802.20	20/02/23	Fenland Leisure Products Ltd - As per attached invoice
		£2,162.64	£360.44	£1,802.20	Fenland Leisure Products Ltd - Total	
258	DD.OPUS. 28.02.23	£555.79	£92.63	£463.16	14/02/23	OPUSEnergy - Account No.1177312
		£555.79	£92.63	£463.16	OPUSEnergy - Total	
270	BACS.SYS 3.28.02.23	£648.00	£108.00	£540.00	20/02/23	System:3 Business Solutions - MS365 Licensing (Annual Commitment)
		£648.00	£108.00	£540.00	System:3 Business Solutions - Total	
Total		£4,542.24	£697.04	£3,845.20		

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - approval list

Start of year 01/04/22

DD and SO.28.02.23

No	Payment Reference	Gross	Vat	Net	Invoice	Details	Invoice
256	DD.BB.06.02.23	£8.50	£0.00	£8.50	01/11/22	Barclays Bank - E-Payment Plan Charges	
		£8.50	£0.00	£8.50		Barclays Bank - Total	
267	SO.CEH.28.02.23	£270.00	£0.00	£270.00	20/02/23	C & E Handyman Services - Cleaning Contract	
		£270.00	£0.00	£270.00		C & E Handyman Services - Total	
268	SO.JHJ.28.02.23	£88.33	£0.00	£88.33	20/02/23	Jo Halpin Jones - Village Voice Honorarium	
		£88.33	£0.00	£88.33		Jo Halpin Jones - Total	
269	SO.K&M.28.02.23	£147.35	£24.56	£122.79	20/02/23	K & M Lighting Services - Streetlight Maintenance from 01.02.23 to 28.02.23	
		£147.35	£24.56	£122.79		K & M Lighting Services - Total	
255	DD.SYS.02.02.23	£50.04	£8.34	£41.70	03/02/23	System:3 Business Solutions - 365 Subs	
1		£33.84	£5.64	£28.20		CNCL Microsoft 365 Business Standard	
2		£16.20	£2.70	£13.50		CNCL Microsoft 365 Business	
		£50.04	£8.34	£41.70		System:3 Business Solutions - Total	
265	DD.UW.28.02.23	£13.40	£2.23	£11.17	20/02/23	Utility Warehouse - Mobile Phone Account No: 7728326	
		£13.40	£2.23	£11.17		Utility Warehouse - Total	
Total		£577.62	£35.13	£542.49			

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - approval list

Start of year 01/04/22

PRIVATE AND CONFIDENTIAL - Staff Payments 28.02.23

No	Payment Reference	Gross	Vat	Net	Invoice	Details	Invoice
262	BACS.GS.2 8.02.23	£1,001.37	£0.00	£1,001.37	20/02/23	Geraldine Scanlon - Wages - VIA Ashton Shaw	
		£1,001.37	£0.00	£1,001.37		Geraldine Scanlon - Total	
261	BACS.KO.2 8.02.23	£927.45	£0.00	£927.45	20/02/23	Karen Orgill - Wages - VIA Ashton Shaw	
		£927.45	£0.00	£927.45		Karen Orgill - Total	
263	BACS.NPF. 28.02.23	£698.84	£0.00	£698.84	20/02/23	Norfolk Pension Fund - Pension Fund	
1		£568.54	£0.00	£568.54		Staff Employer	
2		£130.30	£0.00	£130.30		Staff Employee	
		£698.84	£0.00	£698.84		Norfolk Pension Fund - Total	
Total		£2,627.66	£0.00	£2,627.66			

Signature _____
Date _____

Signature _____