

Minutes of the Dersingham Parish Council meeting held on 19th December 2022 at 7pm in the Dersingham Village Centre

Councillors present: Coral Shepherd (Chairman), Brian Anderson (Vice Chairman) Robert Anderson, Valerie Brundle, Tony Bubb, Robert Frost, John Houston, Mike Shepherd, Jordan Stokes and Dennis Wright.

Also present: Karen Orgill (Business Manager). Geraldine Scanlon (Assistant Business Manager) County Councillor Stuart Dark (Left 7.20pm) and Borough Councillor Judy Collingham (Left 7.20pm)

14181 Apologies for absence

Apologies were received from Cllrs Martin Noble and Anne Watkins

14182 Declarations of interest and request dispensations by Councillors in any of the agenda items listed – None Received.

14183 Open forum for public participation – None present.

14184 Verbal report from the Norfolk County Councillor

Cllr Dark reported the following:

The trod between the two school gates along Admiral Drive has now been replaced with a kerbed footpath at a cost of £6000.00

A resident on Woodside Avenue had reported an uneven pavement which has now had the surface replaced.

He had reported the poor condition of the road surface on the main road into Snettisham to County Highways but had received no update.

County Council have agreed to pay 50% of the costs, from the Parish Partnership Scheme, for signage on the A149 at the southern end of Station Road, warning of pedestrians. The other 50% will be funded by his Local Members Fund, resulting in no cost to the Parish Council.

Cllr Wright expressed concerns regarding the proposed conversion of the Debenhams shop in King's Lynn to residential homes. Cllr Dark explained the situation is challenging as the property is privately owned, therefore the Borough Council has no say in any proposals submitted.

Cllr Bubb said the car parking meters in Kings Lynn state you can claim back a refund where overpaid and asked what the process was for obtaining reimbursements.

14185 Verbal report from the Borough Councillors

Cllr Bubb reported the current report shows there is only one rough sleeper in King's Lynn. There was a discussion about how the figures were obtained.

Cllr Collingham said she is currently involved in the tourism strategy at the Borough Council, marketing and promoting tourism in the borough.

14186 Finance

a) Approval of the payments lists

The Chairman advised an additional grass cut in November had resulted in a slight overspend on budget 4020 Grasscutting.

The invoice for the OPUS account was not available to download and therefore does not show on the payments list.

It was resolved to approve the payments.

b) Accounts up to 30th November 2022

The Chairman advised the accounts had been reviewed at the Finance & Administration Committee meeting and circulated to all Councillors prior to the meeting.

Cllr M Shepherd advised he had completed his Monthly Internal Audit Controllers checks and confirmed that the bank reconciliations to 30th November 2022 were all in order with no other issues noted and advised that during the budget process some miscoded transactions had been identified.

14187 Minutes

a) Minutes of Dersingham Parish Council meeting of 28th November 2022

i) Approval of the Minutes

It was resolved for the minutes to be approved and signed by the Chairman as a correct record.

ii) Action points

The action points were discussed and those completed removed.

Cllr C Shepherd

- To contact the owner for update regarding the clearing of vegetation at the Youth and Community Centre, Manor Road – Cllr C Shepherd advised she had contacted the owner who will follow up on her request.
- To contact the landowner to establish who had carried out the works on the culverted bridge recently installed between Holyrood Estate and the Sports Ground – Cllr C Shepherd advised the landowner had confirmed they had not carried out the work but had supplied a contact number for remedial work to be carried out. Cllr C Shepherd will arrange a meeting with the Business Manager, Landowner, and herself in the new year.

Cllr R Frost

- To contact the Contractor regarding the gate closures at the recreation ground – Cllr Frost advised he had contacted the contractor who assured him the gate closures will be in place by Christmas

b) Minutes of the Communications Committee meeting held 7th November 2022

Cllr C Shepherd said the committee had agreed to increase advertising fees, the costs of the increase will be discussed at the next Communications meetings.

A replacement for the current parish website is still ongoing, and it has been agreed not to use the NALC template as previously discussed.

c) Minutes of the Environment Committee meeting held 5th December 2022

Cllr Frost informed Councillors the picnic table on the recreation ground by the Skatepark had been vandalised and now removed and proposed the possibility of it being repaired be discussed at the next Environment Committee meeting.

Cllr Bubb suggested applying for a CIL grant to purchase a recycled plastic picnic bench for the area.

d) Minutes of the Planning Committee meeting held 12th December 2022

Cllr Hipkin said Committee had discussed the applications received and reported application for the Coach and Horses had been supported as it was an asset to the village.

It had been agreed for the Community Centre to be added to the next Planning Committee agenda. Cllr Wright suggested the Community Centre site be considered for a new Firestation to be built along with a new entrance opposite the Feathers on Manor Road.

e) Minutes of the Finance & Administration Committee meeting held 12th December 2022

Cllr M Shepherd reported the new laptops for staff have arrived and are in the process of being configured, which he hoped would be completed for the new year.

The change to the email host is due to take place Wednesday subject to the consultant's availability.

Cllr M Shepherd advised he would be contacting Councillors individually to discuss the roll out of the new emailing system.

14188 Planning applications and determinations

There were no applications or determinations for discussion

14189 Chairman's Report

An afternoon tea had been held for those that volunteer for both the Parish Council and DVCA.

The Parish Councils Christmas tree in St Nicholas' Church has been decorated as part of the Christmas Tree festival and the Chairman encouraged Councillors to visit the festival.

A request had been received from Cllr Brundle and Mr Green to hold a Fun Day on the recreation ground on 13th June 2013 and proposed the Councillors approve the request. **It was resolved to approve the proposal.** Cllr Brundle and Mr Kurtis had also requested the Parish Council pay for the hire of portable toilets for the event. Cllr B Anderson suggested the hire fee be paid for through the Minor Grants. **After discussion it was resolved for Mr Green to obtain quotes for the hire of the portable toilets and the item be placed on the next Finance & Administration Committee agenda.**

14190 Business Managers Report

The Business Manager reported the following:

The defibrillators owned by the Parish Council had been re-registered again with circuit and a check carried out on the de-fib located at the Spar shop on Hunstanton Road and there are no child pads in the unit. Cllr M Shepherd authorised the purchase of new child pads, using delegated powers as Chairman of the Finance & Administration Committee.

The updated register of electors has been received and the Borough Council's notice of election is due to be published on 20th March 2023 and Government are proposing voters may have to produce ID to be able to vote.

Government have announced its intention for local government finance for the next two years. The referendum threshold for county and borough councils will be

3%, however, there will be no requirement for a referendum on precept increases for parish councils.

14191 HM The King's Coronation Saturday 6th May 2023

The Chairman reported a meeting had taken place, with representatives from Guides, Scouts, DVCA, Sports Ground and WI in attendance, to discuss potential events to take place over the Bank Holiday weekend to celebrate the Kings Coronation. Cllr R Anderson asked if there would be a beacon lighting event as the one used at the Platinum Jubilee celebrations would need to be replaced. Cllr C Shepherd advised there had been no advice from Buckingham Palace. A permanent beacon had been discussed at the meeting however a location had not been agreed, she will obtain prices for a replacement.

14192 Policy for banning Lanterns and Balloons

Councillors discussed the need for a policy to be put into place banning Lanterns and Balloons being used on Parish owned land as currently there is none. Cllr C Shepherd advised, when events are held on Parish land the organiser is given a hirers guidance, which includes restrictions, i.e. no BBQ's etc. Cllr Bubb suggested a paragraph stating the use of lanterns and balloons is not permitted be added to the existing guidance. Cllr B Anderson proposed the item be discussed at the next Environment Committee meeting.

14193 Correspondence

The Business Manager advised she had received a thank you letter from Heacham & District Community Car Scheme for the additional payment of £250.00.

Modernising our Hospital Newsletter had been circulated to all Councillors
An email from Paula Gilluley had been received notifying the Parish the Priority Setting Meeting for 2023 is to be held Tuesday 25th April 2023 at 7.00pm in the Garden Room at Dersingham Village Centre.

14194 Items for inclusions on the next agenda- None received

14195 Date & Place of next meeting

- a) Full Council Budget Setting Meeting Monday 23rd January 2023, Garden Room.
- b) Full Council and Precept Setting Meeting Monday 30th January 2023, Garden Room

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.

14196 Leases Update

a) Sports Ground Lease

The Chairman advised there was no update

b) Queen Elizabeth II Jubilee Hall Lease

The Chairman advised there was no update

With no further business the meeting closed at 8.10pm

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.

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

Business Manager

- Environment – add replacement bench for recreation to agenda