

Minutes of the Environment Committee meeting held on Tuesday 7th May 2024 at 7.00pm, the Loft, Dersingham Village Centre

Present: Cllr R Frost (Chairman), Cllr B Anderson, Cllr C Shepherd, Cllr J Stokes, Cllr T Bubb (Vice-Chairman) and Cllr A Watkins at 19:04

In Attendance: Karen Orgill - Business Manager and Minute Taker

1. **To consider apologies for absence** – None
2. **Declarations of Interest and requests for dispensations by councillors in any agenda item** – none received
3. **Public Participation** – none present
4. **Minutes of the Environment Committee Meeting held on 8th April 2024.**
The minutes were approved as a correct record and duly signed by the Chairman.

(b) Action points were discussed and those completed will be removed.

Business Manager

- (a) To obtain quotations for a replacement Multiplay backboard plus installation on the children's playground – see item 18.
- (b) To obtain quotations for a replacement Runway plus bolt plus installation on children's playground – see item 18.
- (c) To arrange for further quotations for the Village Sign to be repainted - ongoing
- (d) To prepare the final specification for grass cutting in preparation for new quotations to be sourced - ongoing
- (e) To chase engineering companies for the required alterations to the football post – see item 19.
- (f) To obtain quotations for painting of three benches – The Business Manager informed the meeting these had been sent out and she was waiting for the quotations
- (g) To inform the grass cutting contractor that dead wood was covering the grassed areas of Earl Close and Burma Close - completed
- (h) To contact contractors to visit the site and agree the volume of topsoil required and to carry out the work - ongoing
- (i) To contact NCC Highways again regarding the paving next to a BT box outside the Village Centre – completed and see item 11.

Councillor C Shepherd

- (a) With Cllr R Frost to remove weeds and soil underneath the edges of the carousel children's playground and have a look at the 2 swings to be installed - Cllr R Frost to contact Cllr C Shepherd to arrange a time and date
- (b) To revisit the streetlight survey and identify the streetlights that require repainting or replacing to be completed before July – see item 7(b).
- (c) To finalise the plan for the war memorial gardens and pass to BM to obtain quotes – see item 9.

Councillor R Frost

- (a) To purchase 3 no. combination locks
 - (b) To replace the spring on the gate between Bank Road and children's playground
 - (c) With Cllr C Shepherd to remove weeds and soil underneath the edges of the carousel children's playground and have a look at the 2 swings to be installed
4. (c) To consider matters arising - none
5. Current Financial Position
Cllr C Shepherd reported that Cllr M Shepherd and the RFO are currently working on the allocation of funding to budgets
6. Reserves
Cllr C Shepherd said that there was nothing to report
7. Areas of responsibility
- (a) Bus shelters/stops – nothing to report
 - (b) Streetlights – Cllr C Shepherd had revisited the Streetlighting survey conducted three years ago and informed the meeting that she had looked at several of the steel columns identified in the survey and these could be retained for another 2 or 3 years. However, there were a number of brackets on wooden poles that had been identified as rusty. Cllr C Shepherd suggested that the street lighting contractor be asked to look at 3 - no's 9099, Manor Road, 9144, Centre Vale and 9122 Doddshill Road and advise on their condition to assess if they needed to be replaced.
 - (c) Grass Cutting – nothing to report
 - (d) Cleaning – The Business Manager informed the meeting that the new cleaning contractor is reporting back as and when necessary.
 - (e) Litter Bins - nothing to report
 - (f) Seats and Benches – Quotations for the painting of three benches will be taken to June's meeting.
 - (g) Children's Playground Inspection Form – nothing to report and see item 18.
 - (h) Dog Bins and Sponsorship – nothing to report
 - (i) Footpaths/Walkways – nothing to report
 - (j) Tree Warden and Tree Survey – Cllr C Shepherd had now reviewed the trees identified in the survey schedule of 7th March 2024 and confirmed that (1) Land between Burma Close and Earl Close – a birch tree had been identified as requiring one dying stem to be removed but of the remaining three stems, two were dying and Cllr C Shepherd recommended removing the tree completely. (2) White Horse Drive – Removal of Ivy had been recommended but it was agreed that this would not take place due to the importance of Ivy to wildlife. (3) Land beside James Jackson Road – a prunus tree had been identified as needing a dead limb removing but in view of its declining condition Cllr C Shepherd recommended removing this tree and also the neighbouring small tree, also in a poor condition (4) Recreation Ground – a cherry had one limb with a poor union overhanging Station Road and the survey recommended reducing the limb by 1.5 metres, but Cllr Shepherd recommended reducing it by 2.5 metres to bring it within the spread of the main canopy, an Oak to remove dead wood from the tree, Dead Hornbeam – remove the tree, however, Cllr C Shepherd informed the meeting she had removed the tree as it was very small and decayed. Maple to east of flower bed – to be monitored. Rowan to south of playground – remove ivy but the tree is not within the ownership of DPC and

Cllr B Anderson reminded the meeting of the importance of ivy to wildlife. Lime beside war memorial – remove dead wood. It was agreed that the identified work above should be carried out and the BM was asked to source quotations.

Cllr C Shepherd also informed the meeting that she had now spoken with the Tree Officer of Kings Lynn B.C. and discussed the impact of the lime on the paving in the war memorial gardens. Cllr C Shepherd will measure the site and send the map to the BM so quotations can be sourced for removing the paving and replacing with gravel or bark.

The BM informed the meeting that she had received correspondence regarding a Willow on Earl Close, and the councillors checked the recommendations of the Tree Survey of 7th March 2024 but found this had not identified as any work being required. The BM was asked to inform the parishioner that no work would be carried out.

- (k) General Village Environment – A parishioner had raised their concerns about dog owners exercising their dogs on the Sports Ground and not picking up after their dogs. The clearing of dog faeces before matches then fell to volunteers. The responsibility for the maintenance of the Sports Ground was that of the recently set up charity. Cllr C Shepherd offered to discuss this with the trustees.

8. Recreation Ground

- (a) Update on goal posts as part of five-year plan – see item 19. A discussion took place as to the actual placement of the football posts and a site meeting was agreed for Friday 17th May and the site to be marked with yellow spray paint.
- (b) Update on Skate Park – nothing to report
- (c) Broken swing seat – see item 18
- (d) 2024 Playground Inspection for June 2024. A decision was made to continue with RoSPA to carry out the playground inspection and the BM was asked to arrange a inspection visit for the Playground and Skatepark for June 2024.

9. War Memorial and War Memorial Gardens – see item 7(j)

- 10. Climate Change and Biodiversity – Cllr B Anderson informed the meeting that NWT's West Norfolk Reserves Manager was planning to carry out a bat survey at the end of May, he would record which bats were identified over a certain time duration. Cllr B Anderson also informed the meeting of a plan to leave bat detectors on during the night at selected properties and he would report back to June's meeting if agreement on the properties had been given.

- 11. Rangers and update on NCC Highways Requests – The BM informed the meeting that the paving next to a BT box outside the Village Centre had been repaired and the damaged manhole cover on Hunstanton Road had also been repaired. The bench outside the Library will be repaired by the NCC's Library Service as this bench did belong to them. Cllr R Frost asked the BM to contact NCC Highways to ask that the brambles be cut back in Lynn Road between the Common and the road.

- 12. Correspondence – Cllr J Stokes had received correspondence regarding cutting back a firebreak on The Warren and Cllr C Shepherd informed the meeting this is included in the specification which the BM will be working on shortly. In the meantime, the contractor be requested to include the area to the rear of properties in Philip Nurse Road in the fire break cut.

13. Open the meeting to allow Public Participation - none present
14. Items for inclusion on the next agenda
 - 14.1 Draft grass cutting specification
 - 14.2 Update on signs for memorial trees
 - 14.3 Update on plumber for the water pipe
15. Any item for Facebook - none
16. Date of next meeting – Tuesday 3rd June 2024 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 replacement Multiplay backboard and Runway. A decision was made to replace the Multiplay backboard, runway and the swings but due to the cost, the quotations will be presented to Full Council.
19. Quotations for alterations to goal posts. The BM had contacted 4 specialised engineering companies but only one quotation had been received. It was resolved to award the work to B&B Engineering.

With no further business the meeting was closed at 20:28

Business Manager

- (a) To arrange for quotations for the Village Sign to be repainted
- (b) To prepare the final specification for grass cutting so that new quotations can be sourced
- (c) To obtain quotations for painting of three benches
- (d) To contact contractors and arrange a visit to the Skatepark, agree the volume of topsoil required and to provide quotations.
- (e) To ask the Streetlight Contractor to check out the condition and send photographs of the 3 brackets identified in 7b.
- (f) To source quotations for agreed tree work in 7j.
- (g) To source quotations for removing selected paving and replacing with gravel or crushed limestone in accordance with the map and measurements provided by Cllr C Shepherd
- (h) To inform the parishioner that no work would be carried out on the Willow tree at Earl Close
- (i) To arrange with RoSPA for a site visit for the Playground and Skatepark for June 2024
- (j) To contact NCC Highways to ask that the brambles be cut back in Lynn Road

Councillor C Shepherd

- (a) With Cllr R Frost to remove weeds and soil underneath the edges of the carousel children's playground and have a look at the 2 swings to be installed
- (b) To prepare a map and measurements for the war memorial gardens and pass to BM to obtain quotes
- (c) To measure the area underneath the Lime tree for removal of the paving over the tree roots and send the map to the BM
- (d) To discuss owners exercising their dogs on the Sports Ground with the Charity.

Councillor R Frost

- (a) To purchase 3 no. combination locks
- (b) To replace the spring on the gate between Bank Road and children's playground
- (c) With Cllr C Shepherd to remove weeds and soil underneath the edges of the carousel children's playground and have a look at the 2 swings to be installed

Cllr B Anderson

- (a) To report whether agreements on leaving bat detectors at selected properties had been given