

Minutes of the Environment Committee meeting held on Monday 4th November 2024 at 7.00pm, the Loft, Dersingham Village Centre

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

In Attendance: Karen Orgill - Business Manager and Minute Taker

1. **To consider apologies for absence** - Cllr M Ward
2. **Declarations of Interest and requests for dispensations by councillors in any agenda item** – None
3. **Open the meeting to allow Public Participation** - none present
4. **Minutes of the Environment Committee Meeting held on the 7th October 2024**
 - (a) The minutes were proposed by Cllr C Shepherd and seconded by Cllr T Bubb and all agreed and they 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 source further quotations for the Village Sign to be repainted - ongoing
- (b) To source quotations for removing selected paving and replacing with gravel or crushed limestone at the war memorial gardens - ongoing
- (c) To source further quotations from specialist companies to install new locks on all gates into the playground - ongoing
- (d) To prepare an order for an additional two tonne of good quality sieved topsoil – The BM will now send out the order for £80.00 for the additional two tonne of soil with the order for the grass seed in Item (e)
- (e) To source quotations for 10 kilos of a suitable hard wearing perennial rye grass for children's playgrounds – A decision was made to purchase 10 kilos of grass seeds at £80.00 with the two tonne of soil and the BM will now send out the order.
- (f) To contact St. Cecilia's Church for permission for the bus shelter to be situated on their land - ongoing
- (g) To chase up NCC's Transportation Scheme for funding for a new bus shelter and to contact the parishioner with an update - ongoing
- (h) To source quotations for the repainting of the 3 identified seats. The repainting to be undertaken in the Spring of 2025 - ongoing
- (i) To contact the dog bin sponsors regarding the next 12 months sponsorship and ascertain if they wanted to continue with their sponsorship at £30 per bin. The BM had emailed the sponsors but was still waiting for a reply and she will chase them. Cllr C Shepherd recommended the possibility of a third sponsor and the BM will approach the company to see if they want to sponsor any dog bins. The BM enquired whether a purchase of acetate remover could be made to remove faded adverts and a decision was made by the councillors to agree to the purchase.
- (j) To present an update and photos of each dog bin at November's meeting – The BM and ABM had visited each dog bin and the photos were taken. After removal of the faded adverts, the dog bin photos will be presented to the next meeting.
- (k) To formally approach NCC's Countryside Access Officer and ask for NCC to formally dedicate the footpath between Station Road and Mountbatten Road - Completed

- (l) To contact Dersingham Primary School to ascertain whether they would be interested in undertaking a litter pick - ongoing
- (m) To contact the Community Safety Manager at West Norfolk to ask for the Public Space Protection Order to allow the same restrictions of 'No Dogs' to the recreation ground since this is fenced and gated and children under 5 played football and used the skatepark and to also contact James Wild MP for his support - ongoing
- (n) To arrange for daffodil bulbs to be planted in the war memorial planters - Completed
- (o) To chase up the various individuals who worked on the resurfacing work of Station Road to The Drift, Ingoldisthorpe – see item 9(a)
- (p) To chase up NCC Highways regarding the footpath opposite 5 Centre Vale as it has still not been resurfaced - ongoing
- (q) To inform Cllr Robert Frost when the replacement toddler swings have been delivered. This will now be in November.
- (r) To source quotations for the two bus shelters roofs to be professionally cleaned - ongoing

Councillor T Bubb

- (a) To rub down the bench at Earl Close and apply linseed oil before the winter – It was agreed that the BM would purchase the Linseed oil with the purchase of acetate remover
- (c) To consider matters arising from October's Minutes.
Cllr C Shepherd asked the BM whether the order had been placed for removal of the two trees and the BM explained that she was still waiting for a copy of the Contractors Public Liability Insurance but she would chase him.

5. Current Financial Position and Reserves

Cllr C Shepherd informed the meeting that:

Budget code 4020 Grassing cutting contract – the latest invoice was received that morning and the spend will be monitored. The councillors discussed the quality of grass in the Childrens recreation ground and agreed that it required a 'feed and weed' and this would be carried out in sections over the forthcoming year. The BM was asked to contact the grass cutting contractor for a quotation.

Cllr C Shepherd informed the meeting that the grass cutting costs are split into 3 and the Warren portion will leave approximately five years spend in the budget. Cllr B Anderson acknowledged that the precept would have to be increased in due course.

6. Areas of responsibility

- (a) Bus shelters/stops – nothing to report
- (b) Streetlights – The BM informed the meeting that a parishioner had requested a rear shield be placed on a streetlight and following a discussion, the councillors requested the BM arrange for a quote from the streetlighting Contractor.
A discussion took place regarding the timing of the Christmas Lights Switch On and it was agreed to turn on the lights on Monday 2nd December and switch off on Monday 6th January 2025. The BM was asked to contact a parishioner to train Cllr R Frost and Cllr B Anderson on how install the lights and how to switch them on and off.
- (c) Grass Cutting – The BM explained to the Councillors that she contacted King's Lynn Borough Council's Public Open Spaces Manager and Greenspace Officer who sent updated maps of the grass cutting areas and explained that they cut the grass between 8/10 times a year with NCC paying for 4 cuts. The BM confirmed that she will be monitoring the cuts in 2025.
- (d) Cleaning – Cllr T Bubb informed the meeting that the signs on the Children's Playground are looking green and Cllr C Shepherd explained that she and

Cllr J Stokes were going out to clean signs on the War Memorial in time for Armistice Day and will clean the Children's Playground signs at the same time. Cllr J Stokes asked Cllr C Shepherd to write a Facebook article on the timings of the Church Service on Sunday 10th November and the Armistice Service at the War Memorial on Monday 11th November.

The BM explained to the meeting that she had received a complaint about the state of the bus shelter on Chapel Road but she had reported this to the cleaning contractor who went round and swept it all out. The BM informed the meeting that the cleaning contractor was now sending photos when the bins had been emptied and the bus shelters swept out. Cllr C Shepherd had noticed that less litter was being left in the Children's Playground.

- (e) Litter Bins – See item 6(d)
- (f) Seats and Benches – Nothing to report
- (g) Children's Playground Inspection Form – Nothing to report
- (h) Dog Bins and Sponsorship – Cllr C Shepherd reported that the lid to the dog bin in Greenwich Close wasn't closing and would investigate.
- (i) Footpaths/Walkways - see item 9(a)
- (j) Tree Warden and Tree Survey - Cllr B Anderson informed the meeting that he hadn't received a reply from NCC regarding the dead chestnut tree opposite the newsagents.
- (k) General Village Environment – Cllr Tony Bubb reminded the BM to purchase the Tree Plaques.

7. Recreation Ground

- (a) Update on Playground Inspection Report and Skate Park Inspection Report - Nothing to report
- (b) Update on goal posts – Cllr C Shepherd informed the meeting that the extended and repainted goal posts were now in their new location.

8. War Memorial and War Memorial Gardens – see item 6(d)

9. Rangers and update on NCC Highways Requests

- (a) Update on the railway history information on Station Road to The Drift, Ingoldisthorpe – The BM was still waiting for a reply from NCC's Norfolk Trails Team but would chase them. Cllr B Anderson explained that he had provided information about the butterflies which were to be included on the interpretation board. Cllr T Bubb offered part funding from his Borough Councillor Members Allowance.

10. Correspondence – Cllr B Anderson informed the meeting that he had corresponded with a parishioner regarding noise in her road, this wasn't within the remit of Dersingham Parish Council and he had forwarded the request to the Borough Council.

11. Open the meeting to allow Public Participation - none present

12. Items for inclusion on the next agenda: Climate Change and Biodiversity

13. Date of next meeting – Monday 2nd December at 7pm in the Loft

14. 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.

15. Land between The Warren and A149 – Cllr C Shepherd explained there were no updates and Cllr B Anderson said that the purchase would have to come out of Project Reserves and agreement would be sought at Full Council.

With no further business the meeting was closed at 20:01

Business Manager

- (a) To source further quotations for the Village Sign to be repainted
- (b) To source quotations for removing selected paving and replacing with gravel or crushed limestone
- (c) To source further quotations from specialist companies to install new locks on all gates into the playground
- (d) To prepare an order for an additional two tonne of good quality sieved topsoil and 10 kilos of grass seed
- (e) To contact St. Cecilia's Church for permission for the bus shelter to be situated on their land
- (f) To chase up NCC's Transportation Scheme for funding for a new bus shelter and to contact the parishioner with an update
- (g) To source quotations for the repainting of the 3 identified seats. The repainting to be undertaken in the Spring of 2025
- (h) To chase the dog bin sponsors regarding the next 12 months sponsorship and ascertain if they wanted to continue with their sponsorship at £30 per bin. To approach the third sponsor.
- (i) To present updated photos of the dog bins after the extra adverts have been applied to the bins.
- (j) To contact Dersingham Primary School to ascertain whether they would be interested in undertaking a litter pick
- (k) To contact the Community Safety Manager at West Norfolk to ask for the Public Space Protection Order to allow the same restrictions of 'No Dogs' to the recreation ground since this is fenced and gated and children under 5 played football and used the skatepark and to also contact James Wild MP for his support
- (l) To chase up NCC's Norfolk Trails Team regarding the interpretation board
- (m) To chase up NCC Highways regarding the footpath opposite 5 Centre Vale
- (n) To inform Cllr Robert Frost when the replacement toddler swings have been delivered
- (o) To source quotations for the two bus shelters roofs to be professional cleaned
- (p) To purchase the Linseed oil, black Hammerite paint and acetate remover
- (q) To contact the grass cutting contractor for a quotation for 'feed and weed' to be carried out in sections over the forthcoming year
- (r) To arrange a quote from the streetlighting Contractor for a rear shield on a streetlight
- (s) To contact a parishioner to train Cllr R Frost and Cllr B Anderson on how install the lights and how to switch them on and off
- (t) To purchase 2 x Tree Plaques

Cllr R Frost

- (a) To paint the black litter bin opposite the Spar

Cllr T Bubb

- (a) To oil the bench at Earls Close

Cllr C Shepherd

- (a) To write a Facebook article on the timings of the Church Service on Sunday 10th November and the Armistice Service at the War Memorial on Monday 11th November

- (b) With Cllr J Stokes to clean signs on the War Memorial in time for Armistice Day and to clean the Children's Playground signs
- (c) To investigate the dog bin in Greenwich Close

Cllr J Stokes

- (a) With Cllr C Shepherd to clean signs on the War Memorial in time for Armistice Day and to clean the Children's Playground signs