

Minutes of the Meeting of the Dersingham Parish Council held on 11 December 2017 at 7.00pm, at Dersingham VA Primary and Nursery School, Saxon Way, Dersingham.

Present: Cllr S Payne (Chair), Cllr C Hipkin (Vice Chair), Cllr C Davey, Cllr B Hopkins, Cllr C Shepherd, Cllr D Wright, Cllr G Billard, Cllr B Judd, Cllr A Hobson, Cllr K Hathaway, and Cllr B Anderson.

Also, Present: Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant). 1 Member of public.

The Chair asked if anyone was intending to film/record the meeting.
No one wished to record the meeting.

- 12645 To Receive and Consider Apologies for Absence**
It was resolved to accept apologies from. Cllr K Manship, Cllr J Sanpher.
- 12646 To Receive Declarations of Interest and request for Dispensations by Councillors in any of the Agenda Items listed.**
None received.
- 12647 To receive a verbal report from Norfolk County Councillor.**
Cllr Dark was not present.
- 12648 To Receive a Verbal report from Borough Councillor.**
Cllr Bubbb had sent his apologies
Cllr Collingham was not present.
- 12649 Minutes of the Dersingham Parish Council Meeting held 27 November 2017.**
It was resolved for the minutes to be signed as true and accurate.
- 12650 Clerks Report.**
The Clerk reported a Birch tree had split in Lifewood and was overhanging the walkway. Borough Council have been contacted but have said they are not responsible.
A resident from Woodside Close had contacted Royal Mail and requested the post box be removed from outside their property. Royal Mail have now removed the post-box however other residents have complained as they are unable to walk the distance to the next nearest post-box. The Clerk advised residents to write to the Royal Mail, as a collective requesting the post-box to be reinstated. **It was resolved for The Clerk to write to Royal Mail also.**
The Clerk has received no comments regarding the War Memorial, so it will therefore carry on with the details already held.
- 12651 Minutes of the Communication Working Party Meeting held on 4 December 2017.**
Cllr Shepherd advised there were no recommendations to bring to Full Council.

Cllr Shepherd advised the recent pictures taken of Cllr's for The Parish Council Website had been deemed as poor quality. On request Mr Bubb had deleted the pictures previously taken. Cllr Shepherd is to view the pictures taken previously and review the situation.

12652 Minutes of the Recreation Committee Meeting held 4 December 2017.

Cllr Davey advised there were no recommendations to bring to Full Council.

Cllr Hopkins confirmed the date for The Village Party 2018 will be held 10 June 2018 and the Christmas Fayre/Light Switch on will be held 18 November 2018

12653 Minutes of the Finance & Administration Committee Meeting held on 4 December 2017.

Cllr Payne proposed the £3000.00 from the Community Support Grant be vired to the Dersingham Centre budget. **It was resolved to vire the £3000.00 to Dersingham Centre Budget.**

12654 Minutes of the Planning Committee Meeting held on 5 December 2017.

Cllr Shepherd advised the planning application for 60 Chapel Road had been refused by the Borough Council after the meeting held on Tuesday 5 December 2017. Cllr Shepherd attended the meeting and was pleased with the result. Thank you letters had been received from other residents that had commented on the application.

Cllr Shepherd proposed that, as the Parish Council do not own the land along Bank Road and it is in fact on licence from The Borough Council, The Parish Council should ask the licence to be revoked and the area handed back to the Borough Council.

Cllr Hipkin had a counter recommendation, if The Borough Council do not wish to maintain the area that they give the land to The Parish Council. Once the Parish Council own the land it is their responsibility to maintain it. **It was resolved for the Clerk to contact The Borough Council with the amendment to the motion.**

Cllr Shepherd proposed while the Full Council meetings are being trialled from January 2018 the agenda for Full Council meetings be altered to accommodate the public during the discussion of planning applications. **It was resolved for the agenda to be revised allowing public participation during Planning discussions.**

12655 Applications and Determinations:

All these applications can be viewed, and commented on, online at the Borough Council's planning portal online.west-norfolk.gov.uk/online-applications/

Applications:

- 17/02141/F Mr & Mrs G Pomfret, Application for extensions and alterations at 10 Heath Road, Dersingham. - **Approved**
- 17/02243/F Mr & Mrs Cork Application for extension and Alterations to Dwelling Wynthorpe, 8 Woodside Avenue, Dersingham. - **Approved**
- Determinations.
- 17/01841/F Mr R Cude Application for condition 2 of planning permission 17/00768/f – (conversion of garage to living accommodation) : To amend previously approved drawings at 57 Hunstanton Road, Dersingham. - **Granted**
- 17/01760/F Dersingham Parish Council. Application for variation of condition 2 of planning permission 15/01685/F: Renovation and extensions, including external works to car park and landscaping, to existing Church Hall to provide new Village Hall at Church Hall, 83 Manor Road, Dersingham. **Granted**
- 17/01269/F Mr & Mrs J Callaghan Application for demolition of the existing attached single garage of the residence and construction of an attached extension to the house which will be used as a residential annex for close family accommodation, bed and breakfast and temporary holiday-let (retrospective) – **Granted**.
- 17/01724/F Katie Innes Application for construction of a two-storey extension at 60 Chapel Road, Dersingham. -**Refused**
- 17/01742/F Mrs S Mansfield. Application for relocation of existing garden wall at 14 Reynolds Way, Dersingham - **Granted**
- 17/02021/F Mr & Mrs P Dimitrijevic, Application for Single Storey Extension to front of the house at 4 Saxon Way, Dersingham. -**Granted**

12656 Minutes of the Dersingham Centre Meeting held on 5 December 2017.

Cllr Davey advised construction works on the Centre which was ahead of schedule. Cllr Davey is meeting on site in the morning, the concrete is being poured to complete the floor. The site will be closed as of next week for Christmas. Cllr Judd added once the foundations and floor are done that is the hardest part of the build completed.

12657 Minutes of the Environment Committee held on 13 November 2017.

Cllr Anderson advised The Clerk had been looking at Mapping system, a method of geographically logging assets. The Clerk advised the cost of the licence is £200.00 plus VAT for the year. Cllr Anderson proposed the Parish Council subscribes to the Mapping system. **It was resolved for The Clerk to subscribe to the Mapping system.**

12658 Co-Option of Parish Councillors.
 The Chair advised as there are two vacancies and two applicants the Council will vote to fill the two positions with the candidates. Cllr Judd asked for nominations to be voted on separately. The Clerk advised she had looked at the Charles Arnold Baker and it states "If there is more than one vacancy and the number of candidates equals the number of vacancies all the vacancies may be filled by a single composite resolution" **It was resolved to Co-Opt Mr T Bubb and Mr M Shepherd as Parish Councillors.**

12659 Dersingham Centre Finances.
 Cllr Hopkins raised concerns with regards to the current situation regarding expenditure on The Dersingham Village Centre. Cllr Shepherd asked if the building contract cost was a fixed price Cllr Davey advised the contract was not fixed price. There was much discussion between Cllr's with regards the finances.

12660 Parish Partnership Scheme- Crossing.
 Cllr Anderson advised the plan that had been previously passed at Full Council had been amended due to an objection that had been upheld by highways. Cllr Anderson explained the alterations and proposed that, in principle, the amendment be accepted on the proviso that the drainage issue along Hunstanton Road/ Chapel Road are dealt with to a satisfactory level. **It was resolved to accept the amended plans for the crossing.**

12661 Correspondence.
 The Chair read out the correspondence received.

12662 Accounts to date.
 a) **Councillors to approve accepting the accounts until the end of November 2017.**
It was resolved to approve the accounts

12663 Accounts for Payment.

DECEMBER PAYMENTS

SO	Buttriss - Office Rent	£500.00
SO	D Lee – Cleaning Contract	£260.00
DD	E-on Energy – Rec Electricity	£6.00
DD	Opus Energy – Streetlight Energy (NOV-DEC)	£TBA
DD	Utility Warehouse – Mobile	£18.40
D/P	G Scanlon – Office Cleaning	£40.00
D/P	Clearview Windows – Office Windows	£10.00
D/D	BT – Phone & Broadband	£TBA
D/P	Dersingham VA Primary & Nursery – R Hire (NOV)	£40.00
D/P- Dec	K & M Streetlighting Services– S/light Maintenance	£105.56
D/P	Martyn Howe – Dersingham Centre	£350.00
D/P	Mr V A West BSc – Rec Tree Stumps	£330.00
D/P	Cartridge Save – Printer Cartridges	£648.92

D/P	King's Lynn Drainage Board – Warren Bridge	£1200.00
D/P	Wages December	£1803.30
D/P	Norfolk Pension Fund – Pension	£588.40
D/P	Treecare Consultants – Tree Survey	£1218.00
D/P	CPRE – subs	£36.00

Any others

It was resolved to approve the payments.

12664 Items for inclusion on the next agenda.
None received.

12665 Date & Place of next meetings.

Full Council Meeting (Precept) on Monday 15 January 2018 starting 7.00pm at Dersingham VA Primary and Nursery School.

Full Council Meeting on Monday 29 January 2018 starting 7.00pm at Dersingham VA Primary and Nursery School.

Dersingham Centre Committee, 9 January 2018 at 7.00pm at Parish Office
Communication Working Party, 22 February 2018 at 10.00am at Parish Office

The Meeting was open for public at 8.30

A Parishioner suggested, with regards to the expenditure on the Village Centre, that Cllr Davey and The Clerk spent some time going through the figures jointly, there by creating a clearer picture for Cllrs in the future.

With no further business the meeting was closed at 8.35pm