

Minutes of the Environment Committee meeting held on Tuesday 6th May 2025 at 7.00pm, in the Garden Room, Dersingham Village Centre

Present: Cllr R Frost (Chairman), Cllr C Shepherd, Cllr M Ward, Cllr B Anderson (left at 20:42 item 16) and Cllr J Stokes

In Attendance: Karen Orgill - Business Manager and Minute Taker

1. **To consider apologies for absence** - Cllr A Watkins
2. **Declarations of Interest and requests for dispensations by councillors in any agenda item** – Cllr C Shepherd for item 18 - Paving at War Memorial Gardens
3. **Open the meeting to allow Public Participation** – None present
4. **Minutes of the Environment Committee Meeting held on the 7th April 2025.**
 - the minutes were proposed by Cllr B Anderson and seconded by Cllr C Shepherd and they were approved as a correct record and were duly signed by the Chairman of the meeting.
 - (b) Action points were discussed and those completed will be removed.

Business Manager

- (a) To source quotations from blacksmiths for new closers on all gates into the playground – see Item 19.
- (b) To source a quotation for the painting of the litter bin in Hunstanton Road near the junction with Woodside Avenue - see item 20.
- (c) To arrange for quotations for a wooden narrow bench at the bus stop on Hunstanton Road near the Spar – Held back waiting for decision for a bus shelter grant
- (d) To obtain quotations for the Street Lighting Maintenance Contract – see Item 21.
- (e) To arrange for the dog sign to be scrapped - completed
- (f) To arrange for two orders to be sent to the Cleaning Contactor – 1 for 2 sessions over Easter and 1 for 6 sessions over the summer holidays - completed
- (g) To write to the BC expressing DPC's concern over the charges and reduction of size of the bins - completed
- (h) To find out who carried out the work at Sandringham Road opposite Petals Tea Rooms and ask for the soil to be moved off the pavement - completed
- (i) To obtain quotations for a Full Tree Survey – The BM will update Parish Online/inventory before the quotations can be obtained
- (j) To write to the CleanUp Team asking when they are carrying out the litter picks on the A149 – completed and the CleanUp Team responded explaining that at present there were no plans to complete any litter picking on that section of road, as litter picking fast roads requires significant planning and resources and is not yet at a standard that is deemed unsatisfactory. The BM was asked to reply asking for the litter picking to be resumed as soon as possible, saying it gives a bad impression in a holiday area.
- (k) To arrange for further quotations for the paving for the War Memorial Gardens – see item 18.
- (l) To contact St. Cecilia's Church for their consent for the moving of the bench for the installation of a new bus shelter – The BM emailed the Property Manager and is waiting for a reply

Councillor Tony Bubb

- (a) To fit the top left tile on the village sign plinth. Cllr Tony Bubb had previously informed the BM this would be completed shortly.

(c) **To consider matters arising**

Cllr C Shepherd informed the meeting that a section of hedging at the front of the village centre had been replanted which required watering and this had been undertaken by Cllrs Coral and Mike Shepherd and the Task Group.

5. **Current Financial Position and Reserves**

Cllr C Shepherd explained that money was carried over from last financial year to cover the Drax invoices for January, February and March's invoices which were paid in the new financial year. Projects Reserve will be used for the painting of the village sign.

6. **Spending Plans for 2025-2026**

A discussion took place to identify additional projects that could be completed this financial year as additional money would be available from reserves and covered:

- Replacement streetlights – to be determined following inspection but definitely achievable.
- Replacement dog bins – all bins to be surveyed to ascertain if any could be decommissioned and which needed work.
- Additional repainting of benches – condition of those so far not painted to be checked.
- Tree Planting – Suitable sites and species to be identified. Land at James Jackson Road to be assessed for more ecological sound management.

7. **Areas of responsibility**

- (a) **Bus shelters/stops** – Funding from NCC for new bus shelters – Lynx had sent recommendations for 4 new bus shelters and the parish councillors will visit each site and inform the BM of the suitability. NCC's grant funding application deadline is 30th June 2025.
- (b) **Streetlights** – Already discussed
- (c) **Grass Cutting** – The grass cutting contractor has started work on this year's schedule and will complete the cut underneath the village sign shortly. The BM informed the meeting that a parishioner had sent in a complaint about grass cutting but this area is cut by the Borough Council and the BM will forward the complaint to the Borough Council.
- (d) **Cleaning** – Nothing to report
- (e) **Litter Bins** – Nothing to report
- (f) **Seats and Benches** – Nothing to report
- (g) **Children's Playground Inspection Form** – Nothing to report from the weekly inspection. The BM confirmed that RoSPA inspection is booked and will take place in June. Cllr J Stokes asked whether additional equipment could be purchased for children with special needs and if more could be made of the grassy mound, the BM was asked to bring brochures to the next meeting.
- (h) **Dog Bins and Sponsorship** – Cllr C Shepherd had written to the leader and chief executive of the Borough Council complaining about the 115% increase in dog bin emptying and the late timing receiving this information after DPC budgets and precept had been set. The leader had agreed that in future the Borough Council will send a draft of their charges in late November. However, due to the extra costs the committee agreed to review the dog bins in the village to ascertain those with a low

usage (see item 6 above). The BM informed the meeting that the dog bin at Greenwich Close will be removed this week because the lid mechanism was broken, the lid didn't close and complaints about the smell and flies had been received. The BM offered to print maps of all the dog bins to help the review.

- (i) **Footpaths/Walkways** - Nothing to report
- (j) **Tree Warden and Tree Survey** – Offer of a 12 ft Oak Tree – The parish councillors appreciated the offer and the BM was asked to write back and confirm arrangements for storage over the summer so the tree can be planted in the autumn.
The BM informed the meeting that a company had been found who engraves and cuts to size tree plaques and a decision was made for a 300 x 300mm stainless steel sign and pole.
- (k) **General Village Environment** – Cllr J Stokes queried why there were weeds in the gutters and the BM informed the meeting that weed spraying was carried out by NCC twice a year and the first spray had been carried out.

8. **Recreation Ground** - Already discussed

9. **War Memorial and War Memorial Gardens** - Nothing to report

10. **Climate change and Biodiversity** – Cllrs Brian Anderson and Mark Ward had carried out a bat survey in the churchyard of St. Nicholas Church. Cllr Brian Anderson had written an article for the Village Voice on the decline of tortoiseshell butterflies.

11. **Rangers and update on NCC Highways Requests** – No requests.
Cllr Robert Frost informed the meeting that land at Crest Road off Valley Rise had been cleared.

12. **Agreement of dates for next meetings June to December 2025** – these were agreed and will be published on the website

13. **Correspondence**

- 13.1 Email from Borough Council regarding dog bin charging - Already discussed
- 13.2 Email from parishioner about children gate not closing on Bank Road – see item 19

14. **Open the meeting to allow Public Participation** - None present

15. **Items for inclusion on the next agenda**

- Quotes for replacement streetlight columns
- Quotes for bus shelters

16. **Date of next meeting – Tuesday 3rd June 2025 at 7pm 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 paving at War Memorial Gardens** – The BM had contacted 10 companies and Cllr C Shepherd had met 5 companies with 4 quotations being received. A decision

was made to instruct Minns Bros to carry out the work subject to approval of the expenditure from the project reserves by Full Council on Monday 19th May 2025.

19. **Quotations for hydraulic closer on Bank Road – Childrens Playground** - The BM had contacted 5 companies and a decision was made to instruct Hodgsons Forge to carry out the work.
20. **Quotation for painting of litter bin in Hunstanton Road** – A decision was made to instruct Youngs Home Improvements to carry out the work whilst repainting the benches.
21. **Quotations for Street Lighting Maintenance Contract** – Quotations were received but the decision will be made at June's Environment Committee.

With no further business the meeting was closed at 21:12

Action Points

Business Manager

- (a) To obtain quotations for a Full Tree Survey when Parish Online/inventory has been updated
- (b) To chase St. Cecilia's Church for their consent for the moving of the bench for the installation of a new bus shelter
- (c) To reply to the CleanUp Team asking them to carry out the litter picking on the A149 sooner than later
- (d) To obtain quotations for new bus shelters for NCC's grant funding
- (e) To obtain quotations for replacement streetlight columns once columns had been inspected
- (f) To forward a complaint about the lack of the Borough Council's grass cutting
- (g) To order brochures for additional equipment for children with special needs
- (h) To print maps of all the dog bins to help the councillors review them.
- (i) To order 2 engraved 300 x 300mm stainless steel sign and pole tree plaques.
- (j) To send out orders for Minns Bros for the War Memorial Gardens, Hodgsons Forge for the hydraulic closer on Bank Road entrance to the Childrens Playground and Youngs Home Improvements for the painting of the litter bin

Councillor Tony Bubb

- (a) To fit the top left tile on the village sign plinth