

Minutes of the Meeting of the Dersingham Parish Council held on 27 July 2015 at 7.05pm in Dersingham VA Primary and Nursery School, Saxon Way, Dersingham.

Present: Cllr S Payne (Chair), Cllr C Hipkin (Vice) Cllr B Anderson, Cllr K Manship, Cllr K Hathaway, Cllr K Green, Cllr I Broughton, Cllr C Davey, Cllr J Houston, Cllr B Hopkins, Cllr D Wright, Cllr T Suiter, Cllr V Brundle, Cllr P Edwards, Cllr A Hobson.

Also Present: Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant), and 4 members of the public.

The Chair asked if anyone was intending to film/record the meeting. No acknowledgement was received.

12071 To Receive and Consider Apologies for Absence

No apologise were received.

12072 To Receive Declarations of Interest

No interest declared.

12073 Crime Statistic Report.

Chair read out the following:

41341/15 Attempted Burglary in a Building other than a dwelling. Greenwich Close, Dersingham. Between 18 July 2015 09:00 and 19 July 2015 19:30 unknown person/s have tried to force entry into shed.

12074 To receive a verbal report from the Norfolk County Councillor.

County Councillor John Dobson was not present.

12075 To receive a verbal report from the Borough Councillors.

Borough Councillor Bubb and Councillor Collingham were not present. Cllr Bubb had sent his apologies.

12076 Minutes of the Dersingham Annual Parish Council Meeting held 27 July 2015.

Cllr Payne has written a letter of apology to Mrs Sergeant, re-assuring her that no accusations or wrong doing had been suggested by either the Clerk or Parish Councillors. Cllr Payne advised that a meeting had been held with regards to the War Memorial maintenance. Cllr Brundle, Houston and Green did not wish to undertake the duties as councillors and wished to re-form as a community group and would apply for a grant re flowers etc through the grant process. Cllr Hathaway enquired if anyone can join the group to help volunteer with maintenance etc. Cllr Payne confirmed anyone could join and work on the War memorial.

It was resolved that these minutes were true and accurate.

12077 Minutes of the Dersingham Recreation Committee Meeting held on 06 July 2015.

Cllr Davey congratulated the sports team for achieving 4th place out of 18 and hoped next year more teams/events will be entered. The party to be held on the recreation ground was cancelled due to bad weather and rescheduled for 20

September 2015. Cllr Davey advised that repairs had successfully been undertaken on the skate park however a further hole has appeared on the skating ramp therefore a quote will be requested for repair. Cllr Brundle aired concern that the materials used for the repair were incorrect and already in need of attention. Cllr Davey reassured that the repairs already undertaken were fine and the new area in need of repair was on the crest of the ramp where bikes etc. are creating wear and tear damage.

12078 Minutes of the FGP&A Committee Meeting held 06 July 2015.

Cllr Houston questioned if the electrics within the parish council office had been sorted out. The Clerk advised that a meeting had been requested with the Owner, Landlord and Agent for the matter to be dealt with.

12079 Notes of the Communication Centre Working Group held 07 July 2015.

Cllr Hathaway congratulated the smooth running of the Village Voice and advised that Steve Davis would no longer be Editor of the Village Voice with effect from 26 July 2015 due to illness. With this in mind a new Editor would need to be established and volunteers were requested. Cllr Payne suggested outsourcing the Publishing or to offer training to The Clerk and the Administrative Assistant. Cllr Brundle suggested scaling down the Village Voice however Cllr Anderson advised that customers have paid for the entire year in advance and therefore the adverts would need to be published. Cllr Davey asked how much information was on hand for the handover of publishing/editing. The Clerk advised that all information would be available once Mr Davis had obtained a flash drive to save the information. **It was resolved that a meeting would be arranged to discuss the future editions of the Village Voice. Also a letter of appreciation is to be sent to Mr Davis.**

12080 Notes of the Dersingham Centre Working Group held on 07 July 2015.

Cllr Davey advised that Lottery funding had been approved and that the group are now collating information to enter phase 2 of the process. The Charity Trust Application has been submitted and an outcome should be known within 2 months. Cllr Davey requested approval that a separate bank account is opened for monies accumulated from fundraising, this will be administered by a new group (Dersingham Centre Association) which is to be set up. Cllr Hipkin praised those involved for all their hard work throughout the process. **It was resolved for a bank account to be established.**

12081 Minutes of the Environmental Committee Meeting held 13 July 2015.

Cllr Anderson stated there were no recommendations to be made. An update was given with regards to the pond, a quote has been requested for a new pond liner. Cllr Brundle asked who it would maintain the pond once it was established. Cllr Anderson assured there would be very little upkeep, the location is away from trees and the plant within the pond would be low maintenance, however he was happy to be a part of the up keep team.

Cllr Anderson advised the ornamental trees along the Recreation Ground and Main Road are beginning to impede the foot path. A quote for a survey for all trees should be considered as 3 complaints have been received regarding the cherry trees along Hipkin Road. These are root sucker trees and the roots are now lifting the tarmac and damaging walls and encroaching into gardens. **It was resolved Cllr Anderson would email the Borough Council.**

12082 Staffing Committee.

Cllr Payne suggested that the Staffing Committee be disbanded as The Chair deals solely with The Clerk, setting targets, One-to-One reviews and the appraisal process which is confidential between those concerned and not to be discussed at a Staffing Committee meeting. Cllr Edwards felt there was a need for a Staffing Committee to deal with issues such as staff recruitment/interviews and to be able to deal with situations should The Chair be unable to perform relevant duties. Cllr Davey suggested nominations for the committee to allow private information such as pensions, staffing etc. to be discussed should the need arise. Cllr Edwards volunteered to join the committee. **It was resolved Cllr Edwards would join the Staffing Committee along with Cllr Payne, Cllr Hipkin.**

12083 Accounts End of June 15.

It was noted that Financial Budget spreadsheet was not carrying forward the revised figures correctly. **It was resolved The Clerk would undertake appropriate action and the revised details re-issued.**

12084 Applications and Determinations.

Applications:

15/00360/F Mr S Fox, Application for storage shed for forestry and ditching equipment for maintenance of Life Wood, Woodside Close, Dersingham. **It was resolved to refuse application on the grounds of over development.**

15/01015/F Mr & Mrs C Balch, Application for extension to dwelling at 12 Jubilee Drive, Dersingham. **It was resolved to recommend approval.**

15/01046/F Mr & Mrs Rainer Retrospective Application for side extension to dwelling at 1 Clayton Close, Dersingham. **It was resolved to recommend approval.**

Determinations:

15/00616/O Mr C Batch, Outline Application for New dwelling at Ninisfree 10 Park Hill, Dersingham. – **Granted.**

15/00791/F Mr & Mrs Elton, Application for New Porch and Glass recessed panel to Front of Dwelling at 7 Glebe Road, Dersingham. – **Granted.**

15/00660/F Application for conservatory to rear of property at 19 Centre Vale, Dersingham – **Granted.**

15/00764/F Mr & Mrs Lever, Application for Proposed dwelling and creation of new access to land adj to 2 Doddshill Road, Dersingham – **Withdrawn.**

15/00825/F Mr & Mrs G Wells, Application for New Windows inserted at 12 Sherborne Road, Dersingham – **Granted.**

12085 Correspondence.

Chair read out the following:

- a) Letter from NCC re Temporary Traffic Restriction- Sherborone Road/Admiral Drive.
- b) Letter from Mazars re extra Audit.

The following list of correspondence can be viewed by arrangement with the Clerk.

12086 Accounts for Payment.

JUNE PAYMENTS

<u>Cheque No</u>	<u>Payment To</u>	<u>Amount</u>
SO	Buttriss - Office Rent	£480.00
SO	D Lee – Cleaning Contract	£240.00
DD	E-on Energy – Rec Electricity	£6.00
DD	Southern Electric- Streetlight Energy	£452.39
DD	Southern Electric- Streetlight Energy	£18.51
105728	Kevin Penty - invoice incorrect	£80.00
105723	Community Action Norfolk – Subs	£50.00 -Cancelled
105729	Norfolk Rural Community Council – Subs	£50.00
105716	Marty Griffin – Repairs to Skatepark	£473.00- Cancelled
	Paid by Bank Transfer	
105730	K & M Lighting Services –S/L Main	£294.62
105731	Creative Arts East – Village Cinema	£24.00
105732	BT – Telephone Bill	£71.00
105733	Dersingham V A Primary & Nursery Sch	£40.00
105734	Clearview Windows – Cleaning Office Wind	£10.00
105735	Momentum – Youth Group DBS	£8.00
105736	D. Lee Grasscutting	£585.00
105737	KLWNBC – Printing Various.	£14.30
105738	Clanpress - VV	£2290.00
105739	Norfolk Police – Keyholder Reg	£13.00
105740	E-On Energy – Rec Electricity	£0.81
105741	Petty Cash Top – Up	£20.75
105742/43	Wages	£1976.40
D/T	Norfolk Pension Fund – Pension	£413.96

105744	Creative Arts East – Village Cinema	£105.60
105745	Viking Direct – Stationery etc	£161.36
105746	K & M Lighting Services – S/L Main	£420.00
105747	Face Paints	£29.58

Any Others

It was resolved for these payments to be made.

12087 Date, & Place of next meetings

Full Council Meeting on Monday 28 September 2015 starting 7.00pm at Dersingham VA Primary and Nursery School.

Recreation Committee Meeting 7 September 2015 at 6.00pm at Parish Office
 FGP&A Committee Meeting 7 September 2015 at 7.15pm at Parish Office
 Dersingham Centre Working Party 1 September 2015 at 7.00pm Church Hall
 Environment Committee Meeting 14 September 2015 at 7.00pm at Parish Office

With no further business the meeting closed at 8.10pm

Parishioners' Comments

A parishioner commented on the Life Wood Application regarding the 6 buses and the access to the site.

It was also noted by a parishioner that the common is now looking good