

Minutes of the Meeting of the Dersingham Parish Council held on 26 January 2015 at 7.00pm in Dersingham VA Primary and Nursery School, Saxon Way, Dersingham.

Present: Cllr S Payne (Chair), Cllr B Anderson, Cllr C Davey, Cllr K Green, Cllr K Hathaway, Cllr P Edwards, Cllr C Hipkin, Cllr I Broughton, Cllr A Hobson, Cllr K Manship and Cllr D Wright

Also Present: Sarah Bristow (Parish Clerk), Borough Councillor J Collingham, 11 members of the public.

11948 To Receive and Consider Apologies for Absence

Apologies were received from Cllr K Manship and Cllr P Edwards would be late.

11949 To Receive Declarations of Interest

Cllr Payne declared a personal interest in Planning Application 14/00049/PD.

11950 Election of Acting Vice Chair

Cllr Payne nominated Cllr Hipkin; this was seconded by Cllr Daniels. **It was resolved for Cllr Hipkin to be Acting Vice Chair.**

11951 Crime Statistics Report

Cllr Payne explained that the Clerk had signed up to receive updates from the Police Connect site. No updates had been received by the time of the meeting.

11952 To receive a verbal report from the Norfolk County Councillor.

County Councillor John Dobson sent his apologies and asked for any queries to be forwarded to him through the Clerk.

11953 To receive a verbal report from the Borough Councillors

Cllr J Collingham was hoping to attend but was not present so Cllr Payne read out the following report. On a positive note I am happy to report that plans are under way for another Open Gardens Event to be held on 24 and 25 May. If there are any other keen gardeners out there then please do contact me or Tony and we will be happy to add you to the list.

Village Centre – I am sure Sue Payne will report; we are hoping to have an inaugural Village Screen Show in April; the film would be suitable for families and we aim to have popcorn and other suitable film style goodies available.

However, today I was contacted by EDP asking for comment about spray painting over the new equipment on the recreation ground. Would it not be a good idea to follow this up and perhaps intimate to the EDP that security measures will be put in place to stop a reoccurrence?

As far as Council business is concerned you will hopefully be pleased to learn that the notion of an Incinerator in Kings Lynn is now definitely dead. The Council continues to investigate new technologies, which will utilize non-recyclable materials for practical purposes. Plans are underway to develop the bus station, which will improve the visitor experience to Kings Lynn.

Cllr A Bubb had sent his apologies as he is currently unwell but has nothing to report.

Cllr Collingham arrived at the meeting at 7.50pm and went over her report and left the meeting at 8.20pm.

11954 Minutes of the Dersingham Parish Council Meeting held on 24 November 2014.

a) To approve minutes.

It was resolved for the Chair to sign the minutes as a true record.

b) Matter arising from the minutes.

11916 Crime Statistics Report Cllr Payne advised the Council that not all the details of the Crime Report were related to Dersingham.

VAT De-Registration Cllr Payne said that the Council were going to apply to de-register for VAT.

11955 Minutes of the Dersingham Precept Meeting held on 12 January 2015.

a) To approve minutes.

It was resolved for the Chair to sign the minutes as a true record.

b) Matter arising from the minutes.

11939 Community Access Defibrillator Cllr Payne said that the paperwork had been sent off for the Defibrillator for the Social Club.

11942 Number of Councillors Cllr Payne advised that our application was too late for this election but would be in for the next in four years time.

11956 Minutes of the Recreation Committee Meeting held on 1 December 2014

There was a recommendation to Full Council that Cllr Green joins the Recreation Committee. This was proposed by Cllr Daniels and Seconded by Cllr Davey. **It was resolved for Cllr Green to have become a member of the Recreation ground Committee.**

11957 Minutes of the FGP&A Committee Meeting held on 1 December 2014

The recommendations to Full Council were that no decision is made regarding the Social Club until the VAT situation is resolved. That the Clerk investigates how to register the Office as 4A. **It was resolved to accept these recommendations.**

11958 Notes of the Dersingham Centre Working Party 2 December 2014.

Cllr Davey gave an update no recommendations

11959 Minutes of the Environment Committee Meeting held on 8 December 2014.

Cllr Anderson gave an update no recommendations

11960 Minutes of the Recreation Committee Meeting held on 5 January 2015

Cllr Daniels gave an update no recommendations. Cllr Green has agreed to undertake the visual weekly inspection of the playground equipment. Cllr Daniels reported that the repairs to the skatepark would take place in the new financial year. **It was resolved for the Clerk to produce inspection sheet for the playground.**

11961 Minutes of the FGP&A Committee Meeting held on 5 January 2015

Cllr Davey gave an update no recommendations. Cllr Davey advised about the website and the one and one account. Payment is to be made by Direct Debit until alternative in place.

11962 Notes of the Dersingham Centre Working Party 6 January 2015.

Cllr Davey gave an update no recommendations. Cllr Davey advised that there was a need to re-apply to the Big Lottery for an exception re the lower super output area. This is not deemed as being a problem as it was allowed before. Cllr Davey advised that the working party were hoping to put on Film Nights for fund raising purposes.

11963 Minutes of the Environment Committee Meeting held on 19 January 2015.

Cllr Anderson gave an update no recommendations. Cllr Anderson went through all the problems regarding the new lights at Gelham Court and the problems with contractors. Cllr Anderson also spoke about applying for the flashing signs and trod on Admirals Drive re the Parish Partnership Scheme. Cllr Anderson explained about the plans for the Warren having a shallow pond and bog garden and the possibility of having an archaeological survey take place when digging the pond.

11964 Accounts 2014/15

a) Council to be provided with Accounts up to End of December 2014.

Cllr Davey explained that no committee is exceeding its budget and with three months until the end of the financial year the forecast is working on target.

11965 Speed Awareness

a) Cllr Edwards to speak on proposal.

Cllr Edwards explained that he had received four emails so far and the Village Voice has only been out a short while. Cllr Edwards explained about asking for comments/suggestions/ideas etc. All emails so far were in agreement that something should be achieved. **It was resolved for the Clerk to apply to the Parish Partnership Scheme for 20mph flashing signs and the trod.**

11966 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/

14/00049/PD Mr S Leys Application for single storey rear extension, which extends beyond the rear wall by 4.2m with a maximum height of 3m and a height of 2.6m to the eaves at 16 Pakenham Drive, Dersingham. **It was resolved to recommend approval.**

No determinations received.

LDF Allocation

Cllr Payne explained that there were two plots listed for Dersingham, with a total of 30 houses. According to the plan Dersingham needs 62 houses to provide for the future.

After discussion **It was resolved for the Clerk to submit the following:**

Doddshill Road- The Council accepts this development in principle, but has grave concerns on the effect on traffic and pedestrian safety, but especially children walking to the Primary School in Admirals Drive. There is not a continuous footpath running the length of Doddshill Road. NCC Highways have expressed their view. The Parish Council would monitor any proposed development in this area to ensure that our concerns are addressed and to ensure that any Highways conditions are complied with.

The Council feels that the site of the former Community Centre at the bottom of Doddshill, Road currently derelict, should be used to help widen the road where it meets Manor Road and make this junction safer to use.

St Nicholas Court – The Council supports this proposal in principal but does have concerns over the access to Manor Road.

Details regarding are Parish Church are incorrect it is not St Mary's but St Nicholas.

11967 Correspondence:

- a) Signed agreement and cheque from Anglia Regional Co-op re Defibrillator. Cllr Edwards informed that Council that the Defibrillator had arrived today. **It was resolved for the cheque to be banked and for the Parish Council to pay for the electrical instillation.**
- b) Email from Radio Norfolk. Cllr Payne explained that an email came inviting the Council to take part in their Treasure Quest competition on a Sunday morning. Cllr Payne invited them to the new playground. Cllr Daniels meet with Sophie, the Presenter and Sophie had a go on the zip wire. Cllr Daniels said that several children were playing on the field and several parishioners who regularly follow the competition turned up. Cllr Daniels also took part in Treasure Quest extra.

11968 Accounts for payment.

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
236	Cash -1	£33.25	£2.79	£30.46	19/01/15	Sainsbury's - Village Voice	£33.25
1		£16.75	£2.79	£13.96		COMM VAT Part	
2		£16.50	£0.00	£16.50		COMM Non VAT	
237	cash -02	£49.73	£0.00	£49.73	19/01/15	E H Priors - Village Voice Live	£49.73
238	cash 03	£71.66	£9.21	£62.45	19/01/15	Sainsbury's - Village Voice	£71.66
1		£55.27	£9.21	£46.06		COMM VAT Part	
2		£16.39	£0.00	£16.39		COMM Non VAT	
239	cash -04	£4.78	£0.80	£3.98	19/01/15	Booker Cash & Carry - Village Voice Live	£4.78
240	105619	£10.00	£0.00	£10.00	20/01/15	Clearview Windows - Office Windows	£10.00
241	105620	£247.80	£41.30	£206.50	20/01/15	T T Jones Electrical Ltd - Streetlight Maintenance	£247.80
242	105621	£62.70	£8.20	£54.50	20/01/15	British Telecommunications - Telephone Bill	£62.70
1		£13.50	£0.00	£13.50		CNCL Non Vat	
2		£49.20	£8.20	£41.00		CNCL vat	
243	105622	£21.20	£0.00	£21.20	20/01/15	Anglian Water - Rec Water	£21.20
244	DD	£16.69	£2.78	£13.91	20/01/15	Southern Electric - Streetlight Energy	£527.75
245	DD	£511.06	£85.18	£425.88	20/01/15	Southern Electric - Streetlight Maintenance	£527.75
Total		£1,028.87	£150.26	£878.61			

It was resolved for these payments to be made.

Received date	Tn no	Gross	Vat	Net	Cttee	Details	Heading
25/11/14	215	£5.00	£0.83	£4.17	COMM	Ian Perrin Flooring	Village Voice Ad
26/11/14	33	£55.00 Company	£9.17	£45.83	COMM	The Garden Maintenance	Village Voice
26/11/14	214	£5.00	£0.83	£4.17	COMM	Torc Motors	Village Voice Ad
26/11/14	216	£5.00	£0.83	£4.17	COMM	West Norfolk Deaf Association	Village Voice Ad
27/11/14	217	£5.00	£0.83	£4.17	COMM	Dermavida Village Voice Ad	605
03/12/14	225	£500.00	£83.33	£416.67	CNCL	Dersingham Social Club	Social Club Rent
05/12/14	218	£90.00	£15.00	£75.00	COMM	Whitley & Walford Ltd	Village Voice Ad
08/12/14	219	£10.15	£0.00	£10.15	CNCL	Barclays Bank	Bank Interest
08/12/14	220	£110.00	£18.33	£91.67	COMM	BCKLWN Ask Lily Ad	605
17/12/14	221	£5.00	£0.83	£4.17	COMM	Clean Tech	Christmas Ad
03/01/15	226	£500.00	£83.33	£416.67	CNCL	Dersingham Social Club	Social Club Rent
05/01/15	3	£1,576.63	£0.00	£1,576.63	CNCL	Sarah Bristow	Income Tax and NI
06/01/15	222	£60.00 Contracting Co Ltd	£10.00	£50.00	COMM	Dersingham Building &	Village Voice Ad Feb
06/01/15	223	£110.00	£18.33	£91.67	COMM	Maple Garden Services	Village Voice Ad Feb
06/01/15	224	£60.00 Handyman	£10.00	£50.00	COMM	The Home Improvement	Village Voice Ad Feb
07/01/15	228	£55.00	£9.17	£45.83	COMM	Barn House Holiday Lets	Village Voice Ad
11/01/15	227	£55.00	£9.17	£45.83	COMM	Artertons Village Voice Ad	605
/01/15	229	£20.00	£3.33	£16.67	COMM	Wendy Jilley	Village Voice Ad
12/01/15	230	£30.00	£5.00	£25.00	COMM	A.S.K. For FRAMES & Things	Village Voice Ad
13/01/15	231	£20.00	£3.33	£16.67	COMM	King William Public House	Village Voice Ad
13/01/15	232	£30.00	£5.00	£25.00	COMM	Mrs Ford (Herb's Garden)	Village Voice Ad
13/01/15	233	£60.00	£10.00	£50.00	COMM	Christina Thain	Village Voice Ad
13/01/15	239	£30.00	£5.00	£25.00	COMM	A E Wallis - Cycles	Village Voice Ad
13/01/15	242	£55.00	£9.17	£45.83	COMM	Roger Pull Village Voice Ad	605
14/01/15	234	£55.00	£9.17	£45.83	COMM	Clean Tech	Village Voice Ad
14/01/15	235	£20.00	£3.33	£16.67	COMM	Superclean	Village Voice Ad

11969 Items for inclusion at the next meeting

Nothing at this present time.

11970 Date, & Place of next meetings.

Full Council Meeting on Monday 23 February 2015 starting 7.00pm at Dersingham VA Primary and Nursery School.

Recreation Committee Meeting 2 February 2015 at 6.00pm at Parish Office

FGP&A Committee Meeting 2 February 2015 at 7.15pm at Parish Office

Environment Committee Meeting 9 February 2015 at 7.00pm at Parish Office

With no further business the meeting closed at 8.22pm

EXCLUSION OF THE PRESS AND PUBLIC

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 12A to the Act.”

11971 Staffing/Office Issues.

Cllr Payne said that as a Council there was a need to review what cover was needed in the office and what jobs are required for our staff to undertake. The temporary Administrative Assistant needs to have recent office experience and be able to use Word, Email and Excel proficiently.

Cllr Payne advised that at a recent personnel meeting with the Clerk and Unison. Herself and Cllr Edwards had agreed to withdraw the letter written by Cllr Tudor to the Clerk. This would mean that the Clerk would get her current 2014 pay award and the Clerk had to prove to the Council she had not received the 2013 award, which would also be paid if necessary. Cllr Payne also advised that a proper evaluation undertaken by NALC/SLCC was needed but it would cost to undertake and Cllr Payne is currently investigating the cost involved.

Several Councillors asked if Mrs Moore would consider coming back to cover Mrs Stevenson maternity leave.

Meeting closed at 8.55pm.

Parishioners' Comments

Website

A Parishioner asked why the payments were not listed in the minutes and on the website, and why was some of the committee reports not on the website. The Clerk explained that the Administrative Assistant put them as appendix but these were not moved from the agenda to the minutes on the website. The Clerk said that she always makes them part of the minutes and would be from now on. The Clerk said that some committee minutes had not been checked and released for publication until early today.

Precept

A Parishioner said that he felt the public had not been given chance to see the precept figures prior to the council approving and why is the Warren money not used within the precept. Cllr Davey explained that all the figures were public knowledge with the committee minutes. The Warren monies can only be used on The Warren. Cllr Payne said that the Developer would claw the money back if it is not used on The Warren.

Another Parishioner asked where the meeting was publicised. Cllr Payne advised that it was in the Parish Office window and on the website. A Parishioner asked that the meeting dates be publicised in the Village Voice. Cllr Hobson has agreed to put the Full Council agenda's in the village noticeboards from now on.

Union Flag

A Parishioner asked why Cllr Davey asked about the Union Flag flying all the time. Cllr Davey advised that he had asked the question of Cllr Green as he was under the impression that it would only be flown on special days. The discussion got heated and Cllr Payne stopped the discussion.

Playground

A Parishioner asked if a light could be placed on a sensor in the play area so that if anyone is on the ground doing anything they should not be they could be seen. Cllr Payne advised that it would be costly, and the light would interfere with neighbours.

Speed Awareness – School

A Parishioner said that surely sleeping policemen would be better and more effective. Cllr Edwards said this had not been asked for but felt that they were no longer used because of damage to vehicles. The Clerk to check with NCC Highways.

A Parishioner was concerned that the speed signs would be too close to each other. Another Parishioner advised that Cllr Manship with a hairdryer has a good impact on drivers speeding.

Planning

A Parishioner stated that the Council should not have approved the planning application for 1 Hawthorn Cottages, as there is a right of way for 1,2 & 3 Hawthorn Cottages going direct through the proposed extension.

Wage Figures

A Parishioner said that all the information that is required is in the office.

Election

A Parishioner asked if all the Councillors were standing at the election. Cllr Payne said she did not know but hoped that everyone was going to stay.

Staff

A Parishioner asked what had happened to the Administrative Assistant's cover whilst she was on maternity leave. Cllr Payne advised that the cover decided that the position was not for her.