

Minutes of the Meeting of the Dersingham Parish Council held on 29 June 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.

Also Present: Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant), Borough Cllr Judith Collingham, Borough Cllr Tony Bubb, County Cllr John Dobson, Representatives from NCC Passenger Transport, Stagecoach, Lynx and 56 members of the public.

The Chair asked if anyone was intending to film/record the meeting.

12045 To Receive and Consider Apologies for Absence

Apologies were received from Cllr V Brundle and Cllr A Hobson. Cllr P Edwards sent apologies via email not read until after the meeting.

12046 To Receive Declarations of Interest

No interest declared.

12047 Changes to Bus Timetable.

Representatives from Stagecoach, Lynx and Norfolk County Council were welcomed.

Cllr Anderson asked why No 11 service had been ceased. Andy Campbell MD Stagecoach advised that due to competition they needed to protect their market share and withdraw the service.

Various issues were raised by the public, bus timetables were not clear, concerns that the Lynx bus was running 5 minutes in front of a Norfolk Green bus that is already running. Now passengers are unable to go from Mountbatten Estate or Doddshill Road to the hospital or Doctor Surgery at Gaywood without having to add considerably more time to allow the bus to get to King's Lynn town centre then waiting for an additional bus when the 12 service route would include both the hospital and the surgery. To use the new bus services concerns were raised that with around 1000 people in the village a majority of those are older people that now have further to go to catch a bus, this also impacts on those who use wheelchairs etc. Stagecoach response to this was the service would be reviewed.

County Cllr J Dobson was concerned that there had been no consultation with locals or the changes advertised prior to being implemented. It was felt that it had been a retrograde step and that the traffic commissioner should be aware that the service had been removed without proper consultation. **It was resolved that a small group would be established consisting of representatives from Stagecoach, Lynx, 2-3 local residents and 2-3 Parish councillors. This will be co-ordinated by set-up and Norfolk County council.**

12048 Crime Statistic Report.

Chair read out the following:

29002/15 Attempted Burglary in a Building other than a dwelling
Doddshill Road Between 22 May 2015 06:15 and 24 May 16:30
Attempted entry to shed, no entry gained.

- 32772/15 Attempted Burglary at Dwelling.
Woodside Avenue Between 11 June 2015 09:15 and 11 June 12:30 window of property smashed.
- 33238/15 Other Criminal Damage
Dersingham Between 12 June 2015 16:00 and 13 June 12:00 lorry trailer damaged.
- 34010/15 Burglary in a building other than a dwelling.
Shernborne Road Between 12 June 2015 16:00 and 17 June 2015 10:30. Garage entered, nothing stolen.

12049 To receive a verbal report from the Norfolk County Councillor.

County Councillor John Dobson thanked the committee for inviting him to this meeting. Cllr Dobson advised that the government budget is due to be reviewed with a view to possible in year reduction for local governments. A new scheme is to be implemented within Norfolk County Council which they are calling "Re-Imaging" this involves the budget for each department within NCC being reduced by a quarter and the impact on each department.

12050 To receive a verbal report from the Borough Councillors

Borough Councillor Bubb advised that training had been underway for new Borough Councillors.

The "Snap" project was under review as the police may withdraw funding.

Cllr Bubb reported that he had attended a meeting called by the residents of Heath Road regarding speeding in the road. Cllr Bubb has put several suggestions forward including a Ghost Pavement which was rejected. Cllr Bubb has offered various alternatives but no response as yet.

12051 Minutes of the Dersingham Annual Parish Council Meeting held on 29 June 2015

Cllr Houston raised concern that Cllr Edwards had not been reappointed to the staffing committee, the clerk advised that re-election to the staffing committee was not an agenda item. **It was resolved for staffing committee membership to be placed on the July meeting agenda. The minutes were then duly signed by the chair as a true and accurate account.**

12052 Minutes of the Dersingham Parish Council Meeting held 29 June 2015. It was resolved that these minutes were true and accurate.

12053 Minutes of the Recreation Committee Meeting held 01 June 2015.

Cllr Davey stated the recreation ground is well used and appreciated

The Clerk raised awareness that a member of the public had advised the hand rail on the roundabout has worked loose and had provided bolts that were at the site, also the concrete around the steering column in the boat is now showing and could be a potential hazard. The Clerk had arranged for the hand rail to be fixed. Cllr Green objected to the repair not being done by Playdale as it may affect the warranty held or insurance should anyone be injured after the repair had been carried out. The Clerk advised that there would be no impact on either insurance or the warranty. **It was resolved that the clerk would undertake repairs to the roundabout.**

- 12054 Minutes of the FGP&A Committee Meeting held 01 June 2015.**
Cllr Payne gave brief highlights.
- 12055 Notes of the Dersingham Centre Working Group held on 2 June 2015.**
Cllr Davey requested a notice board for church hall for items relating to Dersingham Centre. **It was resolved to approve the purchase of a noticeboard.**
- 12056 Minutes of the Environmental Committee Meeting held on 8 June 2015.**
Cllr Anderson recommended the street light contract for the next 12 months to be given to K&M Lighting Ltd. **It was resolved to approve the contract**
- 12057 Co-Option of Parish Councillor.**
Mr T Suiter had applied to become a councillor. **It was resolved to approve.**
- 12058 Planning Application for Dersingham Centre.**
Cllr Davey advised that plans needed submitting to the Borough Council. Currently the architect has been working for 12-18 months without payment. Formal application is now to be submitted and therefore Cllr Davey wishes to request that the Parish Council tenders for a lead person to make the application through to approval. Cllr Houston expressed concern that there had been no formal Business Plan or Financial Risk Assessment before going to tender. Cllr Davey advised that they were currently being drawn up but were not needed at this stage **It was resolved for tenders to be requested.**
- 12059 Asset Register.**
It was resolved to approve the Asset Register.
- 12060 Audit report.**
The chair advised that the account figures previously accepted were presented on the form correctly and asked that the council formally accepts the Accounts for 2014-15. **It was resolved for the accounts for 2014-15 be accepted and approved as an accurate record.**
The chair then read each question of the Annual Governance Statement and ticked each question accordingly. **It was resolved that the questions had been answered correctly.**
The chair then signed both parts of the Annual Audit Report.
It was resolved for the minute number to be added and posted by the Clerk.
- 12061 Account end of May 2015.**
These were previously circulated by the Clerk. **It was resolved that the accounts be accepted as an accurate record.**

12062 Applications and Determinations.

Applications:

15/00764/F Mr & Mrs B Lever, Application for proposed dwelling and creation of new access at land adj to 2 Doddshill Road, Dersingham. **It was resolved to recommend approval.**

15/00616/O Mr C Batch, Outline Application for new dwelling at Ninisfree 10 Park hill, Dersingham. **It was resolved to recommend approval..**

15/00825/F Mr & Mrs G Wells, Application for new windows inserted at 12 Sherborne Road, Dersingham. **It was resolved to approve recommend approval.**

15/00932/LDP Mr & Mrs S Holland, Certificate of Lawfulness: Single storey rear and front extensions falling within permitted development act at 14 Woodside Close, Dersingham. **It was resolved to recommend approval.**

15/00791/F Mr & Mrs Elton, Application for new front porch and glass recessed panel to front of dwelling at 7 Glebe Road, Dersingham. **It was resolved to recommend approval.**

15/00974/F Mr & Mrs Riddington Application for proposed single storey side and rear extension and internal alterations at 1 Heath Road, Dersingham. **It was resolved to recommend approval.**

Any others

Determinations:

15/00537/F Mr & Mrs M Greenacre, Application for extension on dwelling at 82 Hunstanton Road, Dersingham. **Granted.**

15/00453/F Application for construction of new drive way and access at 9 Pakenham Drive, Dersingham. **Granted.**

12063 Correspondence.

Chair read out the following.

- a. Email from NCC re Single Issue Review of Silica Sand.
- b. Letter from Borough Council re New House Name. – Pansey Drive
- c. Letter from Borough Council re New House Name. – Onedin Close
- d. Letter & Invitation to AGM of Community Action Norfolk.

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

- a. Various Leaflets from CPRE
- b. Clerks & Councils Direct
- c. Community Action Norfolk – Signpost Magazine

12064 Accounts for payment.

MAY 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

105698	East Coast Signs & Ferry Secure Ltd - New Recreation Signs	£254.40
105699	Thaxters – Task Force Tea	£56.00
105700	S Davis – One and One	£29.71
105701	BT – Telephone Bill	£90.88
105702	Dersingham V A Primary & Nursery Sch	£40.00
105703	Clearview Windows – Cleaning Office Wind	£10.00
105704	NCC – PP Scheme – Bollards	£370.00
105705	TT Jones Electrical Ltd – Streetlight Main	£248.04
105706	ECS Computers – Norton Update	£144.00
105707	D. Lee Grasscutting	£500.00
105708	Cartridgesave.co.uk- Toner	£120.01
105709	Heronwood Landscapes – rec Grass/cut	£58.00
105710	Moviola Ltd – Village Cinema	107.40
105711	Dolphin Graphics – Banners	108.00
105712	Imagin – Name Badges	62.04
105713	Anglian Water – Rec Water	18.10
105714	Clearview Windows – Cleaning Office Wind	£10.00
105715	Petty Cash – Top Up	28.00
105716	Marty Griffin – Repairs to Skatepark	473.00
105717	Dersingham PCC – VV Live Hire	67.50
105718	KLWNBC – Printing Various.	38.62
105719/20	Wages	1398.33
D/T	Norfolk Pension Fund – Pension	413.96
D/T	Norfolk Pension Fund – Pension Top Up	15.74
105721	ECS Computers – Laptop Power Lead	47.20
105722	Penty Construction – Warren Pond	2200.00
105723	Community Action Norfolk – Subs	50.00
105724	HMRC – PAYE NI	1136.64
105725	KLWNBC – Printing Village Cinema	11.63
105726	M Pearson- Internal Audit	165.00
105727	Flowers by Yvonne	30.00

It was resolved for these payments to be made.

12065 Date, & Place of next meetings.

Full Council Meeting on Monday 27 July 2015 starting 7.00pm at Dersingham VA Primary and Nursery School.

Recreation Committee Meeting 6 July 2015 at 6.00pm at Parish Office

FGP&A Committee Meeting 6 July 2015 at 7.15pm at Parish Office

Dersingham Centre Working Party 7 July 2015 at 7.00pm Church Hall

Environment Committee Meeting 13 July 2015 at 7.00pm at Parish Office

With no further business the meeting closed at 9.05pm

Parishioners' Comments

Parishioner was concerned that too many items were being excluded from the press and public. Chair assured that on this occasion it was necessary the items would be reported in full in the minutes.

Parishioner concerned that public comments were not shown in last set of minutes. Chair advised it was not necessary for comments to be entered although action would be taken on items raised and concerns listed.

12066 War Memorial SLA

Cllr Payne asked Cllr Green and Cllr Houston if they were now happy to undertake the work as councillors not volunteers. If so then the SLA was not required as they had to abide by the Parish Council rules and regulations. If they wanted to remain as volunteers the SLA was required. **It was resolved for Cllr Green and Cllr Houston to advise Cllr Brundle and to advise the Council of their decision to work as Councillors or Volunteers.**

12067 Councillor Code of Conduct.

12068 Acting for the Council.

12069 Councillor/Staff Protocol.

Cllr Payne reminded everyone that all Cllr's have had the relevant paperwork with regards to code of conduct and should adhere to the terms stated.

It is the Clerks sole responsibility to place orders as long as permission has been granted by the council.

Awareness was raised regarding the content of emails being sent, it was advised to review all information and the recipients of each email before sending.

12070 Letter from Mrs Sergeant re Accounts.

Cllr Payne read out a letter received From Mrs Sergeant and requested feedback from the Cllr's regarding content. **It was resolved a letter would be issued by Cllr Payne to Mrs Sergeant.**