

MINUTES OF MEETING OF THE ENVIRONMENT COMMITTEE
held on Monday 10 April 2017 at 7.15pm
at Council Offices, Post Office Road

Present : Cllr B Anderson, Cllr K Hathaway, Cllr I Broughton, Cllr K Manship & Cllr C Shepherd.

In Attendance: B/Cllr Bubb & The Clerk

926 Apologies

Everyone present

927 Declarations of Interest

None received.

928 Minutes of meeting of 13 March 2017

It was resolved for the minutes to be signed by the Chair, as a true and accurate record.

929 Matters Arising

Edinburgh Way

(915) (898) (882) (867) (852) (838) (824) (806) (793) (780) (765) (752) (739)
The Clerk advised that she was still awaiting for a Contact of Cllr Payne who said he would meet on site last week. The Clerk also was waiting for a quote from another contractor. **It was resolved for the Clerk to chase both contractors.** The Clerk advised that she had not received anything from Simon Hickling Deputy Estate Agent at Sandringham yet re the patch of land and Mr Stanton on his part. **It was resolved for the Clerk to chase Mr Hickling and this item to be placed on the next Full Council agenda when hopefully all quotes will be in and a decision can be made.**

Parish Partnership Scheme

(917) The Clerk reported that the offers had been received. There is still no figure down for the crossing. **It was resolved for the Clerk to check about payment of the footpath.**

930 Rangers

Nothing to be reported at this time.

931 Major Emergency Plan

Cllr Anderson advised that he had not been able to move forward at this present time. Cllr Shepherd asked Cllr Anderson if he was prepared to delegate round tasks to other Committee Members. Cllr Anderson said that his main problem was finding a Village Co-Coordinator. **It was resolved for Cllr Anderson to send round to all Committee Members.**

932 Current Financial Position

The Clerk handed round the budget sheets for Environment and The Warren. The Accounts were found to be all in order. Cllr Hathaway passed on a receipt for Growmore and lavender for the Rose Bed at the top of Post Office Road. The Clerk advised that the budget overall was £344.67 over spent but bearing in mind that there was £9,000 from Reserves to undertake the LED's.

933 Actions Outstanding.

Items will be reported under Areas of Responsibility.

934 Areas of Responsibility

(a) **Bus Shelters/Bus Stop**

The Clerk advised that she was yet to look at the letters that are falling off.
It was resolved for the Clerk to look at replacement or removal.

(b) **Streetlights**

Cllr Anderson advised that he was still waiting to hear from K & M re the moving of the angle of a lantern. **It was resolved for the Clerk to chase.**

(c) **Grasscutting**

Cllr Hathaway advised that the Recreation Ground Grass has not been cut yet. The Clerk advised that the new contractor has the keys. **It was resolved for the Clerk to chase.**

(d) **Cleaning**

Nothing to report.

(e) **Litter bins**

Nothing to report. New Catalogue has been received.

(f) **Seats and Benches**

The Clerk reported the Mr English had painting the bench by the Church Hall. The Clerk reported that she had received a letter from the Horticultural Society regarding two benches now and the trees. They advised that they wanted to put a bench on the Recreation Ground but the Recreation Committee had agreed by the kissing gate and they have said allotments. They have also said that they have permission to replace the bench opposite the Co-Op by Freebridge as it was rotten and not sat on. The Committee knows that this bench is used every day when dry, the bench gets dirty from the tree and the birds but when last checked it was not rotten. The Clerk advised that it is a Parish Council Bench and the Parish Council have the licence. **It was resolved for Cllr Anderson to check this bench and get back to the Clerk. If the bench is rotten then permission will be given to replace, if not then the Clerk to write back to the Society explaining about the bench and also agreeing to ask the Recreation Committee if they were prepared to have two benches and possibly one by the allotments or two in a right-angle by the kissing gate.**

(g) **Dog waste bins/sponsorship –**

The Clerk advised that all sponsorship stickers are in place.

(h) **Footpaths and Walkways**

The Clerk advised that she was still waiting for a price for the L shaped barriers at the path beside St Cecilia's, though the shingle has been achieved here and on the pastures. **It was resolved for the Clerk to chase re the barrier.**

Cllr Hathaway advised that a tree surgeon had completed some work on the Horse Chestnut Trees by the Tithe Barn and had their vehicle and shredder on the footpath and had broken up the surface of the path. Cllr Hathaway said that the surface was not great but was now a trip hazard. **It was resolved for the Clerk to report to Highways.**

(i) **Tree Warden**

Cllr Anderson advised regarding the Tree on County Land at the start of Life Wood had now been removed totally.

The Clerk advised that the Horticultural Society had agreed to purchase the two Elms for the Recreation Ground. Cllr Shepherd asked why the Trees of Heaven were being removed. Cllr Anderson and Cllr Hathaway advised that trees are not native and an invasive species and the suckers are a pain and there are no Elms in the village. Cllr Shepherd was not in agreement to the removal or the purchasing of the Elms.

The Clerk reported that a TPO had been received on trees at 80 Hunstanton Road. Cllr Shepherd said that she had asked for the TPO's.

(j) **General Village Environment –**
Nothing to report.

935 The Warren

Cllr Shepherd advised that she had been looking into the Warren and the agreement with the Borough Council regarding maintenance and landscaping. The only paperwork that Cllr Shepherd had been able to find applied that the money was to be used for maintenance only and not landscaping and really only the interest on the money to be used but with interest rates at this present time the capital would need to be used maybe. The Clerk advised that she had been on maternity leave when the money had been received. A few years ago the Clerk said that she had checked with Matthew Henry and Clive Bond regarding restrictions and had been informed that there was no instruction from the Borough to the Parish Council apart from the money was for 15 years and any monies not used on the Warren would need to be paid back to the Developer and possibly any monies remaining though this was a debateable point. **It was resolved for the Clerk to see if there were anymore emails other than the ones passed on to Cllr Shepherd.**

Cllr Anderson had been looking at how long it would take to fill the pond up. Cllr Anderson had estimated that it would need around 60/70 hours to fill the pond totally. This was all down to how smooth the flow is. There was talk of filling overnight. The Clerk had been advised that the standpipe would be unsafe left unattended overnight. Cllr Anderson advised that it was not possible to look after it overnight though it might fill quicker because of less resistance re the lack of use of water so pressure might be higher.

936 Correspondence –

a) Letter from NSPCC re recycling clothes bin. It was resolved for the Clerk to ask Mr Stanton if he would consider having a bin in St Nicholas Court.

All other correspondence brought up under agenda items.

937 Items for inclusion at next meeting –
Same agenda.

938 Date, time and venue of next meeting
Monday 15 May 2017 at 7.00pm in the Council Offices.

With no further business the meeting was closed at 20.10pm.

Financial Budget Comparison

Comparison between 01/04/16 and 31/03/17 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/16

| | | 2016/17 | Actual Net | Balance |
|--------------------------|--------------------------------|------------|------------|------------|
| Environment | | | | |
| Income | | | | |
| 400 | Dog Bin Sponsorship | £0.00 | £625.00 | £625.00 |
| 405 | NCC Partnership Scheme | £0.00 | £0.00 | £0.00 |
| 410 | Misc | £0.00 | £0.00 | £0.00 |
| Total Income | | £0.00 | £625.00 | £625.00 |
| Expenditure | | | | |
| 4000 | Cleaning Contract | £3,500.00 | £3,120.00 | £380.00 |
| 4005 | Dog Bins | £250.00 | £95.85 | £154.15 |
| 4010 | Dog Bin Advertising | £60.00 | £12.00 | £48.00 |
| 4015 | Dog Bin Emptying | £2,600.00 | £2,045.16 | £554.84 |
| 4020 | Grasscutting/Verge Maintenance | £2,500.00 | £2,337.84 | £162.16 |
| 4025 | Floral Enhancements | £250.00 | £161.17 | £88.83 |
| 4030 | Taskforce | £150.00 | £54.28 | £95.72 |
| 4035 | Street Lighting Energy | £6,500.00 | £3,118.65 | £3,381.35 |
| 4040 | Streetlight Maintenance | £3,000.00 | £2,299.73 | £700.27 |
| 4045 | Streetlight Repair/Survey/New | £2,000.00 | £8,385.00 | -£6,385.00 |
| 4050 | Seats/Benches | £0.00 | £0.00 | £0.00 |
| 4055 | Village Sign | £100.00 | £0.00 | £100.00 |
| 4060 | Bus Shelters | £250.00 | £80.00 | £170.00 |
| 4065 | Footpaths/PROW | £100.00 | £395.00 | -£295.00 |
| 4070 | Trees | £1,000.00 | £640.00 | £360.00 |
| 4075 | Litterbins | £0.00 | £508.00 | -£508.00 |
| 4080 | General Maintenance | £1,000.00 | £351.99 | £648.01 |
| 4085 | Parish Partnership Scheme | £0.00 | £0.00 | £0.00 |
| Total Expenditure | | £23,260.00 | £23,604.67 | -£344.67 |

| | | 2016/17 | Actual Net | Balance |
|--------------------------|--------------------|---------|------------|------------|
| The Warren | | | | |
| Income | | | | |
| 800 | Interest- Saffron | £0.00 | £0.00 | £0.00 |
| Total Income | | £0.00 | £0.00 | £0.00 |
| Expenditure | | | | |
| 8000 | Warren Expenditure | £0.00 | £2,805.00 | -£2,805.00 |
| Total Expenditure | | £0.00 | £2,805.00 | -£2,805.00 |