

**MINUTES OF MEETING OF THE ENVIRONMENT COMMITTEE**  
**held on Monday 9 October 2017 at 7.00pm**  
**at Council Offices, Post Office Road**

**Present :** Cllr B Anderson, Cllr K Hathaway & Cllr C Shepherd

**In Attendance:** B/Cllr Bubb & The Clerk

**997 Apologies**

**It was resolved to accept apologies from Cllr K Manship.**

**998 Declarations of Interest**

None received.

**999 Minutes of meeting of 11 September 2017**

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

**01 Matters Arising**

**All items on the agenda.**

**02 Rangers**

Nothing to report.

**03 Major Emergency Plan**

Nothing received from the Borough Council as yet.

**04 Current Financial Position**

The Clerk handed round a budget sheet. Everything in order. Cllr Bubb said if the Task Force would be purchasing any bulbs/plants this financial year. Cllr Hathaway advised that they wish to purchase some more daffodil bulbs for around all the Village Signs. **It was resolved for Cllr Hathaway to purchase for the Task Force daffodil bulbs up to £75.00 from Thaxters.**

**05 Actions Outstanding.**

Items will be reported under Areas of Responsibility.

**06 Areas of Responsibility**

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

The Clerk advised that she was waiting for a quote for the replacement stickers for the bus shelter **It was resolved for the Clerk to get replaced.**

Cllr Hathaway asked when the hard standing would be put down on Station Road. The Clerk advised that they have advised that it was scheduled for November or December.

**(b) Streetlights**

Cllr Anderson reported that the Streetlight on the corner of Manor Road and Willow Drive was flickering. Cllr Hathaway reported that she had been told that the Streetlight by the Feather Carpark was also flickering. **It was resolved for the Clerk to check out and report.**

(c) **Grasscutting**

Cllr Bubb advised that he had finally received a reply regarding the Special Expenses. Cllr Bubb advised that the Borough Council had spent £1070.00 on Special Expenses and £1010.00 had been received from Dersingham Residents in Special Expenses. So the Borough is paying out more so is therefore fair.

(d) **Cleaning**

The Clerk reported that Mr Lee was currently undertaking more cleaning on the Recreation Ground due to the vandalism etc that the village was currently facing.

(e) **Litter bins**

The Clerk reported Mr Lee had advised about litter bins on the Recreation Ground the Clerk to take to Recreation Committee.

(f) **Seats and Benches**

Cllr Anderson advised that the bench at the Bus Stop Opposite Thaxters had not been painted. **It was resolved for the Clerk to check to see if Mr English was able to complete.**

(g) **Dog waste bins/sponsorship –**

The Clerk advised that she had emailed Mr Hussey regarding a Licence to re-locate the bin, but had not heard anything from Mr Hussey. **It was resolved for the Clerk to chase and if nothing still received then the Clerk to email again and copy in Cllr Bubb.**

(h) **Footpaths and Walkways.**

Cllr Hathaway advised that the footpath between Orchard Close and Clayton Close was being broken up by the tree roots of the nearby conifers. Cllr Hathaway advised that it was a serious trip hazard. **It was resolved for the Clerk to report Highways.**

Cllr Hathaway advised that the new footpath diversion by the Village Hall will very quickly get very slippery and dangerous.

The Clerk advised that she had received an anonymous letter through the office door regarding the state of Sugar Lane. The Clerk advised that no action can be taken as anonymous. Cllr Hathaway advised that the Task Force have been working there recently and it was passable.

(i) **Tree Warden**

The Clerk advised that she had received a couple of quotes for the grinding of the trees. **It was resolved for the Clerk to give an order to the lowest price. It was also resolved for the Clerk to check when the new trees would be received.**

The Clerk advised she had received the Warrant to get rid of the suckers around the Lime Tree for the next two years.

(j) **General Village Environment –**

Bank Road

The Clerk advised that she had managed to undertake some checking but had not found anything so far. **It was resolved for the Clerk to continue to check Parish Records and also seek Solicitors advice.**

Fire Hydrant

Cllr Hathaway said that the Fire Hydrant signs was initially blue tacked to the litter bin in Station Road and now no sign is apparent.

**07 The Warren**

The Clerk advised that the bridge should be started within the next couple of days.

Cllr Shepherd said that a Management Plan was needed. Cllr Anderson agreed to come up with draft for the next meeting.

Cllr Anderson asked why the cuttings were not picked up after the full cut. The Clerk advised that the grass was cut a couple of times so was in smaller pieces as Mr Lee was unable to pick/rack up. Cllr Anderson advised that it needed to be picked up. The Clerk advised that Mr Lee was unable to pick up and had advised that this could only be achieved in late spring early summer with a bailing machine. Cllr Anderson advised that this was not acceptable and different plans were needed for next year.

The Clerk advised that Cllr Hopkins and others were saying that the pond liner was not correct and it was not down to evaporation. Cllr Shepherd advised that it was going down around ½ inch each day which was in line with evaporation. Cllr Anderson agreed. **It was resolved to wait and see regarding the pond.**

The Clerk reported that due to a complaint on the estate regarding grasscutting to Cllr Bubb it had been revealed that a couple of the streets had not been adopted by NCC Highways. The Clerk advised that some areas that Mr Lee cuts were coming out of The Warren Budget but should they have been charged or left to Mr Suiter as they were his responsibility.

The Clerk asked if Mr Lee was to cut down the trees around the Pill Box this year. **It was resolved for Cllr Anderson to check and if it was necessary then the Clerk to get completed.**

The Clerk advised that a mapping system would be good for the Village. She had asked several years ago and it was agreed to look at again but has never been brought back. The Clerk advised that it would be very useful for her and also the Neighbourhood Plan. **It was resolved for this to go on the next agenda.**

**08 Parish Partnership Scheme**

The Clerk handed round a drawing that she had just received. There was a meeting in the morning when more information hopefully would be provided. Cllr Hathaway, Cllr Shepherd and the Clerk to attend.

**09. Risk Assessments**

The Clerk advised that she had asked a couple of companies for quotes but they had not been received. **It was resolved for the Clerk to chase.**

- 10. Correspondence –**  
 a) J Parkers catalogue.  
 b) Copy letter of a letter sent to the Co-Op regarding their gardens.  
 Everything else brought up within the Agenda.
- 11. Items for the Website.**  
 Nothing at this time.
- 12. Items for inclusion at next meeting**  
 Standard Agenda plus mapping.
- 13. Date, time and venue of next meeting**  
**Monday 13 November 2017 at 7.00pm in the Council Offices.**

With no further business the meeting was closed at 20.42pm.

## Financial Budget Comparison

Comparison between 01/04/17 and 02/10/17 inclusive.

Excludes transactions with an invoice date prior to 01/04/17

	2017/18	Actual Net	Balance
<b>Environment</b>			
<b>Income</b>			
400 Dog Bin Sponsorship	£0.00	£0.00	£0.00
405 NCC Partnership Scheme	£0.00	£0.00	£0.00
410 Misc	£0.00	£1,006.00	£1,006.00
<b>Total Income</b>	<b>£0.00</b>	<b>£1,006.00</b>	<b>£1,006.00</b>
<b>Expenditure</b>			
4000 Cleaning Contract	£3,500.00	£1,598.47	£1,901.53
4005 Dog Bins	£500.00	£0.00	£500.00
4010 Dog Bin Advertising	£60.00	£0.00	£60.00
4015 Dog Bin Emptying	£2,800.00	£0.00	£2,800.00
4020 Grasscutting/Verge Maintenance	£2,800.00	£1,880.00	£920.00
4025 Floral Enhancements	£350.00	£0.00	£350.00
4030 Taskforce	£150.00	£16.64	£133.36
4035 Street Lighting Energy	£2,500.00	£464.66	£2,035.34
4040 Streetlight Maintenance	£2,000.00	£527.82	£1,472.18
4045 Streetlight Repair/Survey/New	£1,000.00	£530.46	£469.54
4050 Seats/Benches	£0.00	£25.00	-£25.00
4055 Village Sign	£100.00	£0.00	£100.00
4060 Bus Shelters	£250.00	£0.00	£250.00
4065 Footpaths/PROW	£100.00	£0.00	£100.00
4070 Trees	£2,000.00	£485.00	£1,515.00
4075 Litterbins	£0.00	£0.00	£0.00
4080 General Maintenance	£2,000.00	£1,415.00	£585.00
4085 Parish Partnership Scheme	£29,000.00	£2,982.00	£26,018.00
<b>Total Expenditure</b>	<b>£49,110.00</b>	<b>£9,925.05</b>	<b>£39,184.95</b>
<b>The Warren</b>			
<b>Income</b>			
800 Interest- Saffron	£0.00	£0.00	£0.00
<b>Total Income</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Expenditure</b>			
8000 Warren Expenditure	£0.00	£1,397.50	-£1,397.50
<b>Total Expenditure</b>	<b>£0.00</b>	<b>£1,397.50</b>	<b>-£1,397.50</b>