

MINUTES OF MEETING OF THE ENVIRONMENT COMMITTEE
held on Monday 13 November 2017 at 7.00pm
at Council Offices, Post Office Road

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

In Attendance: B/Cllr Bubb & The Clerk

14 Apologies

Everyone present.

15 Declarations of Interest

None received.

16 Minutes of meeting of 9 October 2017

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

17 Matters Arising

Mapping

The Clerk advised that she was due to visit Snettisham and look at the system they have in place. The Clerk also advised that Edge who provides the accounts package also have a mapping module. **It was resolved for the Clerk to undertake some research.**

All other items on the agenda.

18 Rangers

Cllr Bubb reported that the vegetation was coming over the pavement again on Sandringham Road. **It was resolved for the Clerk to report.**

19 Major Emergency Plan

Nothing received from the Borough Council as yet. **It was resolved for the Clerk to chase**

20 Current Financial Position

The Clerk handed round a budget sheet. Everything in order. Cllr Hathaway advised that she had purchased daffodils from Thaxters at a cost of £34.00 and they have all been planted. The Clerk asked about the areas on the Mountbatten Estate/Sandringham View that are not adopted by NCC, use to be cut by John Bunn that the Council are currently cutting as part of The Warren deal. Should these bills be covered by Mr Suiter. **It was resolved for Cllr Shepherd and the Clerk to investigate and report back at the next meeting.**

21. Setting the Precept

Please see attached sheet.

Cllr Bubb asked for a new streetlight in Centre Vale outside 30/32. **It was resolved for consultation to be undertaken and £3000 put in the budget for 18/19.**

22 **Actions Outstanding.**

Items will be reported under Areas of Responsibility.

23 **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 chase and to get replaced.**

(b) **Streetlights**

Cllr Bubb reported that the Streetlight at No 8 Old Hall Drive and No 94 outside 80/82 Manor Road were not working. **It was resolved for the Clerk to report.**

(c) **Grasscutting**

The Clerk advised that Mr Lee has completed this years cuts.

(d) **Cleaning**

The Clerk reported that Mr Lee had been cleaning the bus stop opposite Red Pumps nearly on a daily basis but since the Police became involved with the vandalism in the village this has now stopped.

(e) **Litter bins**

Nothing to report.

(f) **Seats and Benches**

Nothing to report.

(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.** The Clerk advised that Sponsorship was up for renewal from April.

(h) **Footpaths and Walkways.**

Cllr Hathaway advised that the temporary footpath around the new hall needs some shingle now, and Cllr Payne advised that she would get the builders to undertake. Cllr Anderson advised that shingle was over the pavement from the path between St Cecilia's and the Co-Op. **It was resolved for the Clerk to ask Mr Lee to collect the majority of the shingle from the pavement end and spread in the middle where it is needed.**

(i) **Tree Warden**

The Clerk advised that the new trees for the Recreation Ground are due to be put in place on the 22nd of this month. Cllr Hathaway asked when the stump grinding was due to take place. The Clerk advised that she had instructed a contractor several weeks ago. **It was resolved for the Clerk to chase.** The Annual Tree Survey should be undertaken by the end of the month.

(j) **General Village Environment –**

Bank Road

The Clerk advised that she had not managed to undertake checking for the deeds. **It was resolved for the Clerk to continue to check Parish Records.**

Valley Rise

The Clerk advised that she had been informed of residents throwing garden waste over their fences onto the old railway line. Cllr Hathaway advised that this has been a regular occurrence for several years. The Clerk also advised that she had been informed that there were rats also in Valley Rise. The Clerk advised to report to the Borough Council.

24 The Warren

Cllr Anderson advised that the internal Drainage Board had made good the bund but the railings were not in place as promised. Cllr Anderson advised that some form of hogging/shingle was needed. **It was resolved for the Clerk to enquire regarding the railings and surface.**

Cllr Shepherd asked how the Management Plan was coming on. Cllr Anderson advised that he had completed in draft form just need to check and would share at the next meeting.

25 Parish Partnership Scheme

The Clerk advised that the work on the bus stops should be started at any time. The Crossing is due to start in January/February 2018.

26. 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.**

27. Correspondence –

a) Glasdon catalogue.

28. Items for the Website.

Nothing at this time.

29. Items for inclusion at next meeting

Standard Agenda plus mapping and Management Plan for Warren.

30. Date, time and venue of next meeting

Wednesday 6 December 2017 at 10:00am in the Council Offices.

With no further business the meeting was closed at 20.05pm.

Financial Budget Comparison

Comparison between 01/04/17 and 21/11/17 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/17

		2017/18	Actual Net	Balance	2018/19
Environment					
Income					
400	Dog Bin Sponsorship	£0.00	£0.00	£0.00	£600.00
405	NCC Partnership Scheme	£0.00	£0.00	£0.00	£0.00
410	Misc	£0.00	£1,006.00	£1,006.00	£0.00
	Total Income	£0.00	£1,006.00	£1,006.00	£600.00
Expenditure					
4000	Cleaning Contract	£3,500.00	£1,890.46	£1,609.54	£3,500.00
4005	Dog Bins	£500.00	£0.00	£500.00	£500.00
4010	Dog Bin Advertising	£60.00	£0.00	£60.00	£60.00
4015	Dog Bin Emptying	£2,800.00	£0.00	£2,800.00	£3,000.00
4020	Grasscutting/Verge Maintenance	£2,800.00	£2,205.00	£595.00	£3,300.00
4025	Floral Enhancements	£350.00	£0.00	£350.00	£350.00
4030	Taskforce	£150.00	£16.64	£133.36	£75.00
4035	Street Lighting Energy	£2,500.00	£689.50	£1,810.50	£2,000.00
4040	Streetlight Maintenance	£2,000.00	£615.79	£1,384.21	£1,500.00
4045	Streetlight Repair/Survey/New	£1,000.00	£530.46	£469.54	£3,500.00
4050	Seats/Benches	£0.00	£25.00	£-25.00	£100.00
4055	Village Sign	£100.00	£0.00	£100.00	£100.00
4060	Bus Shelters	£250.00	£0.00	£250.00	£250.00
4065	Footpaths/PROW	£100.00	£0.00	£100.00	£100.00
4070	Trees	£2,000.00	£485.00	£1,515.00	£3,000.00
4075	Litterbins	£0.00	£0.00	£0.00	£0.00
4080	General Maintenance	£2,000.00	£1,435.00	£565.00	£2,000.00
4085	Parish Partnership Scheme	£29,000.00	£27,982.00	£1,018.00	£0.00
	Total Expenditure	£49,110.00	£35,874.85	£13,235.15	£23,335.00
The Warren					
Income					
800	Interest- Saffron	£0.00	£0.00	£0.00	£0.00
	Total Income	£0.00	£0.00	£0.00	£0.00
Expenditure					
8000	Warren Expenditure	£0.00	£2,447.50	£-2,447.50	£0.00
	Total Expenditure	£0.00	£2,447.50	£-2,447.50	£0.00