

Minutes of the Meeting of the Dersingham Parish Council held on 30 January 2017 at 7.00pm in Dersingham VA Primary and Nursery School, Saxon Way, Dersingham.

**Present:** Cllr S Payne (Chair), Cllr K Manship, Cllr B Hopkins, Cllr B Anderson, Cllr K Hathaway, Cllr T Suiter, Cllr A Hobson, Cllr C Davey, Cllr G Billard and Cllr D Wright.

**Also, Present:** Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant), PC M Lambert (Left 7.11pm), PCSO N Biggs (Left 7.11pm), County Councillor John Dobson (Left 7.11pm) and 5 members of the public.

The Chair asked if anyone was intending to film/record the meeting.  
No One wished to record the meeting.

**12407 To Receive and Consider Apologies for Absence**  
**It was resolved to accept apologies from** Cllr C Hipkin, Cllr P Edwards, Cllr K Green, Cllr J Houston, Cllr V Brundle and Cllr I Broughton.

**12408 To Receive Declarations of Interest and request for Dispensations by Councillors in any of the Agenda Items listed.**  
None Received.

The meeting was then opened to the public.

A parishioner wished to express her praise for the Christmas lights on the Recreation Ground.

Public session was closed at 7.02pm

**12409 Youth Group.**  
PC Lambert advised that the Youth Group will be suspended for the foreseeable future due to lack of numbers. Currently there are only 4 children that use the facility and is therefore no longer viable to run. Cllr Wright asked what would happen to the grant already given to The Youth Group, PC Lambert advised it would remain held by the Youth Group and if the decision was made to permanently close then the monies would be returned.

PC Lambert informed The Parish Council that as of February, a monthly Police Report is to be issued to small parishes detailing incidents/crimes that have occurred in the area. During December, a summer house had been broken into, an estate agents sign damaged and a house burglary. Throughout January there had been thefts from Boots the Chemist, Thaxters and from a motor vehicle parked outside the Co-Op.

Cllr Payne thanked PC Lambert for her report.

**12410 To receive a verbal report from the Norfolk County Councillor.**  
Cllr Dobson stated how pleased he was that The Parish Council and Parishioners had supported the protest regarding the loss of the Lollypop Lady within Dersingham and the decision has been made to retain the position.

The Government have authorised an increase in Council Tax, this is to be allocated to Social Care. More specifically to adult social care which is currently having to use reserves.

Dersingham library is to have longer opening hours, this would mean people would be able to access the building and use a self-service method within the library. This has been piloted elsewhere and has been a great success. Cllr Dobson is pleased Dersingham has been selected for the process and is just awaiting a briefing with more details.

Local Parishes have been approached regarding funding requests to help maintain local sea defences. Hunstanton and Heacham have already declined therefore Cllr Dobson suggested that Dersingham Parish Council compose a letter to query what the County Council intend to do about the situation.

- 12411 To Receive a verbal report from the Borough Councillors.**  
Apologies were excepted from Cllr J Collingham and Cllr T Bubb.
- 12412 Minutes of the Dersingham Parish Council Meeting held on 19 December 2016.**  
**It was resolved for the minutes to be signed as true and accurate.**
- 12413 Minutes of the Dersingham Parish Council Precept Meeting held on 23 January 2017.**  
**It was resolved for the minutes to be signed as true and accurate.**
- 12414 Clerk's Report**  
The Clerk advised The Parish Council had received the Streetlight maintenance bill, the previous bill had been £233.25 and the current bill was £87.97 making a saving of £145.28.  
The Parish Council have had to go to tender again with regards to equipment for the Playground as there is now only the boat and bucket swing to be repaired.
- 12415 Minutes of the Recreation Committee Meeting 09 January 2017.**  
Cllr Davey advised there were no issues to bring to Full Council.  
Cllr Anderson queried when the Christmas lights would be removed from the Trees of Heaven to enable them to be felled and the new trees planted as there is only 4-6 weeks left before it will no longer be viable due to nesting etc. **It was resolved for The Clerk to chase removal of the lights.**  
The Clerk advised that she had been contacted by The Horticultural Society who have confirmed they are disbanding and are making enquiries regarding donating their funds within the village, it had been suggested that they may fund either the new trees or benches on the Recreation Ground.
- 12416 Minutes of the FGP&A Committee Meeting held 09 January 2017.**  
Cllr Payne advised there were no issues to bring to Full Council.

**12417 Minutes of the Environment Committee Meeting held on 16 January 2017.**

Cllr Anderson advised the grass cutting contract had been awarded to Mr D Lee, however the Recreation grass cutting will go from Heronwood to CGM.

**12418 War Memorial Garden Maintenance & SLA.**

The Chair proposed to defer this agenda item. **It was resolved to defer.**

**12419 Committee/Meeting Structure.**

Cllr Anderson had achieved 6 signatures to revoke the previous vote to change the meeting structure from one Full Council Meeting and Committee meetings per month to two Full Council Meetings and no Committee meetings per month. Cllr Anderson gave reasons why Committee meetings would be more effective, the time allocated for Full Council on average was 1.5 hrs per month however this would increase should there be two Full Council meetings as each meeting would have to encompass the Committees therefore increasing each meeting to as long as 3-3.5 hrs. There was the concern that expertise and acquired skills would eventually be lost both from Cllrs and Co-opted members of committees, the concern that working groups would need to be created to try and deal with issues not able to be dealt with within Full Council meetings, the suggestion of allowing The Clerk to set policies giving more responsibilities. Cllr Anderson proposed that the meeting structure remains as is.

Cllr Hopkins suggested that the committees could be split and discussed within the two Full Council meetings, this would cut down on admin within the office, any queries that needed to be dealt with would be handled in a quicker more efficient manor, it eliminated the risk of committee meetings not being quorate as all Cllrs would be involved and kept up to date. It was suggested that the suggested new structure was trialed for 3 months. Cllr Hopkins proposed that the structure changed to two Full Council meetings with no committee meetings.

**After a vote resulted in a draw, The Chair had as casting vote. It was resolved the meeting structure will remain the same, one Full Council meeting and Committee meetings held each month.**

**12420 Planning Committee.**

Cllr Payne advised that Planning Committee had been discussed previously to review planning application received for the area, this would involve a selection of Cllr's visiting sites when needed and reporting back at Full Council meetings their findings and viewpoints to try and establish a more structured decision from The Parish Council. The committee once formed should schedule a monthly meeting, however should no applications be received that warrant discussion the meeting could be cancelled in advance. **It was resolved a Planning Committee would be formed. The Committee would consist of Cllr Hipkin, Cllr Hobson, Cllr Suiter, Cllr Davey and Cllr Billard. The Clerk is to arrange a meeting to discuss terms of reference.**

**12421 Co-Option of Parish Councillors  
2 Vacancies 3 Candidates.**

The Chair advised due to there being 3 candidates and only 2 positions a secret ballot would have to take place. Cllr's voted and The Clerk collated the information.

**It was resolved that Mrs C Shepherd and Mr D Murrell be Co-Opted onto The Parish Council, The Clerk to prepare the necessary paperwork.**

**12422 Borough Council's Proposal re Flooding.**

The Chair and The Clerk had attended a meeting on 22 December 2016 with regards to the Borough Council requesting assistance with funding to help maintain the sea defences from the Boat Ramp, Hunstanton to Wolferton Creek. It would mean A donation from Dersingham Parish Council of £7000.00 over 3 years and would be utilised from section 137. After discussion, The Chair proposed that The Parish Council decline the opportunity. **It was resolved to decline the Borough Council's Proposal and for The Clerk to write to The Borough Council to this affect.**

**12423 Applications and Determinations**

Applications:

16/02208/F Mr S Littlefair, Application for porch extension at 23 Philip Nurse Road, Dersingham – **Approved.**

Determinations:

16/01711/RM Mr C Batch, Reserved Matters Application for one new dwelling at site Adj Innisfree 10 Park Hill, Dersingham -withdrawn.

**12424 Correspondence**

The Chair read out the correspondence.

A letter received from CPRE was discussed, it was decided The Planning Committee would review at the next meeting.

**12425 Accounts to date.**

a) **Councillors to approve accepting the accounts until the end of December 2016.**

**It was resolved to approve the accounts**

**12426 Accounts for Payment.**

**JANUARY PAYMENTS**

SO	Buttriss - Office Rent	£500.00
SO	D Lee – Cleaning Contract	£260.00
DD	E-on Energy – Rec Electricity	£6.00
DD	Opus Energy – Streetlight Energy	£183.98
DD	Utility Warehouse – Mobile (Jan)	£18.40

D/P	BT – Dec	£45.21
D/P	K & M Lighting Services –New LED'S	£9906.00
D/P	G Scanlon – Office Cleaning - October	£40.00
D/P	D Lee General Maintenance	£190.00
D/P	Clearview Windows – Office Windows	£10.00
D/P	Assent Building Control	£300.00
D/P	SKYZ The Limit – Aerial Photo	£50.00
D/P	Dersingham VA Primary & Nursery – R Hire	£40.00 (Dec)
D/P	Wages January	£1778.69
D/P	Norfolk Pension Fund – Pension	£571.87
D/P	KLWNBC – Printing	£24.87
105879	S Bristow – Dog Stickers	£34.47
105880	Age UK Norfolk - Grant	£50.00
105881	Dersingham PCC – Room Hire VV Live	£97.50
D/P	BT- Jan	£31.96
D/P	Dersingham VA Primary & Nursery – R Hire	£80.00 (Jan)
D/P	K & M Lighting Services – Jan	£279.90
D/P	Martyn Howe – Bill of Quantities – DC	£900.00
D/P	Stephen Martyn – Website yearly bill	£200.00
D/P	PCL Ltd – Litter Bin and Noticeboard Fix	£312.00

It was resolved for payments to be made.

#### 12427 Date & Place of next meetings.

Full Council Meeting on Monday 27 February 2017 starting 7.00pm at Dersingham VA Primary and Nursery School.

Recreation Committee Meeting 6 February 2017 at 6.00pm at Parish Office  
 FGP&A Committee Meeting 6 February 2017 at 7.15pm at Parish Office  
 Dersingham Centre Committee, 7 February 2017 at 7.00pm at Church Hall, Little Room.

Communication Committee Meeting 13 February 2017 at 6.00pm at Parish Office  
 Environment Committee Meeting 13 February 2017 at 7.15pm at Parish Office

A Parishioner enquired if the County Council had been contacted with regards to the flooding. Snettisham Parish Council raised awareness with County Council that part of the A149 would be lost should the area flood. It was felt that this subject needed to

be taken seriously however Cllr Payne advised that the Borough has a plan and Wardens in place.

With regards to the proposal of two Full Council Meetings being trialled a Parishioner thought it to be a good idea as more members of the public could be involved and there would be less discussion within the Committees therefore making The Parish Council more transparent. Cllr Hathaway assured The Parishioners that they are welcome to attend Committee meetings however it was felt that for Parishioners to attend every Committee meeting would be time consuming however 2 Full Council meetings would be more time effective. Cllr Hathaway also reiterated that the minutes from each meeting are available. Cllr Wright asked a Cllr from Snettisham Parish Council how they ran their meetings, Snettisham have 1 Full Council meeting per month with the Committees meeting 1-2 weeks prior to Full Council Meeting.

No with further business the meeting was close at 8.27pm

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