

Minutes of the Meeting of the Dersingham Parish Council held on 31 July 2017 at 7.00pm in Dersingham VA Primary and Nursery School, Saxon Way, Dersingham.

Present: Cllr S Payne (Chair), Cllr C Hipkin (Vice Chair), Cllr B Hopkins, Cllr D Murrell, Cllr J Houston, Cllr V Brundle, Cllr C Davey, Cllr B Anderson, Cllr K Hathaway, Cllr A Hobson, Cllr C Shepherd, Cllr G Billard and Cllr Wright.

Also, Present: Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant), Borough Councillor Cllr T Bubb, Norfolk County Councillor Cllr S Dark and 4 members of the public.

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

12530 To Receive and Consider Apologies for Absence
It was resolved to accept apologies from. Cllr K Manship & Cllr I Broughton.

12531 To Receive Declarations of Interest and request for Dispensations by Councillors in any of the Agenda Items listed.
Cllr Brundle & Cllr Houston declared a pecuniary interest in agenda item 17 War Memorial Garden Maintenance Training & item 18 Flag and Flagpole Policy.

The meeting was then opened to the public.

A Parishioner expressed concerns regarding planning application 17/01264/F Shernbourne Road, the application shows no dimensions for the intended Cart Shed and therefore could not make comment with regards to the location and size of the building. The access is to be moved from East to West and therefore wished to contest the application on safety grounds.

12532 To receive a verbal report from the Norfolk County Council.
Cllr Payne asked Cllr S Dark if there was any update with regards to the footpath by the Church Hall, he advised he had spoken to David Mills NCC Footpath Officer regarding the footpath. In 1950 all footpaths had to be registered with County, Parish Councils were invited to register all footpaths within their parishes. Cllr Payne & Cllr Hopkins explained the footpath has never been accessible as it would go through the building and therefore the definitive map must have always been incorrect. As it was not accessible. Cllr Dark agreed to go back to County Council and advise them of the situation and see what can be resolved.

12533 To receive a verbal report from the Borough Councillors.
Cllr T Bubb advised there is no rise to the taxi fares within the Borough. Mintlyn Crematorium is to have an additional 40-50 car parking spaces. It is now possible to use any bag in your food waste caddy or to wrap waste food in newspaper, however the Borough Council will not take waste that is not wrapped or bagged.

- 12534 Minutes of the Dersingham Parish Council Meeting held on 26 June 2017.**
After the following amendment to Minute item 12521 to show “It was resolved to approve the application for The Public Works Loan for £150,000.00 for a maximum of 30 years” **It was resolved for the minutes to be signed as true and accurate.**
- 12535 Clerks Report.**
The Parish Council had received £600.00 from The Horticultural Society to replace the Trees of Heaven removed from the Recreation Ground, they will be replaced with Elms. Mazars had requested more details with regards to the Unpresented Cheque list and Asset Register, these details have been provided. The Clerk reminded everyone The Village Fun Day was to be held 10 September.
The Clerk also asked if anyone knew of a company that recycles used ink cartridges as there are now several in the office that need recycling.
- 12536 Notes of the Communications Working Party Meeting held on 27 June 2017.**
This agenda item incorporated **item 13 Notes of the Communication Meeting held 25 July 17.** Village Voice Live has ceased, with the intent to restart when the Village Centre is complete. Work has started on Dersingham Data for 2017, including a new A2 sized map. There is now a new Editor for the Village Voice, Mr Preston. Cllr Shepherd thanked the Admin Assistant for the work on the previous edition.
Terms of reference for the Communication Working Group are to be circulated to Cllr’s before the next Full Council Meeting. Stephen Martyn has updated the website as information needed updating/tidying to make it easier to find information. It was suggested the noticeboard by the Recreation Ground be moved to the sportsground, this is to be discussed at the Sportsground Management meeting this Thursday.
- 12537 Minutes of the Recreation Meeting held on 3 July 2017.**
Cllr Davey advised there were no recommendations to bring to Full Council
- 12538 Minutes of the Finance & Administration Committee Meeting held 3 July 2017.**
Cllr Payne advised there were no recommendations to bring to Full Council.
Cllr Payne advised that the Recreation Committee had agreed to recommend the skatepark reserves be transferred to the Dersingham Centre reserves and replaced with the Precept for 18/19. **It was resolved to approve the transfer of funds.**
Cllr Payne also advised the Broadband is still exceeding our monthly limit and is to be reviewed.
- 12539 Minutes of the Dersingham Centre Meeting held 5 July 2017.**
This agenda item incorporated **item 14 Minutes of the Dersingham Centre Meeting held on 25 July 2017.**

Cllr Davey advised there were no recommendations to bring to Full Council.

Artelier are working alongside the approved contractors to revise drawings for costings to establish a more desired end figure.

- 12540 Minutes of the Planning Committee Meeting held 10 July 2017.**
Cllr Hipkin advised Cllr Shepherd had received an apology from Planning Officer after her letter of complaint regarding Manor Road.
Cllr Shepherd asked for Volunteers for a steering group for The Neighbourhood Plan, Cllr Anderson expressed an interest. Cllr Hipkin proposed to Full Council that a Neighbourhood Plan is formally started and that Cllr Shepherd has a stall at the Fun Day promoting the Plan. **It was resolved to approve the drafting of The Neighbourhood Plan.**
- 12541 Minutes of the Environment Committee Meeting held on 10 July 2017.**
Cllr Anderson advised there were no recommendations to bring to full council.
Discussion were received that regarding the footpath that runs from The Warren to the railway line to Station Road and it was overgrown and becoming unpassable. Cllr Hathaway advised the Task Force had been and trimmed back the hedges etc. The Clerk advised it was down to the company who bought the railway to maintain the area, Norfolk County Council were to advise who now owns it.
- 12542 Notes of the Communication Meeting held on 25 July 2017.**
This agenda item covered in **Full Council Minutes item 12536**
- 12543 Minutes of the Dersingham Centre Committee Meeting held on 25 July 2017.**
This agenda item covered in **Full Council Minutes item 12539**
- 12544 Resignation of a Parish Councillor.**
The Chair advised Cllr Edwards had resigned due to work commitments.
- 12545 Co-Option of Parish Councillors.**
After rounds of voting **It was resolved that Mr Barry Judd and Mrs Joanne Sanpher were Co-Opted as Councillors. The Clerk to prepare relevant paperwork.**
- 12546 War Memorial Garden Maintenance.**
Cllr Brundle and Cllr Houston left the meeting at 8.09pm
The criteria were discussed to enable The Clerk to put out for tenders for the maintenance of the War Memorial. **It was resolved for The Clerk to draft a Tender to be displayed on the website, Village Voice and Noticeboards. Tenders to be received by 1st week of September.**
- 12547 Flag and Flagpole Policy.**
A discussion was had regarding the flag pole policy. **It was resolved for The Clerk to distribute the policy with September agenda.**

Cllr Brundle & Cllr Houston rejoined to the meeting at 8.35pm.

12548 Electoral Review of King's Lynn and West Norfolk: Warding Arrangements.

The Chair advised the Warding Arrangements were available on the Electoral Commissioner's website. After discussion, **It was resolved The Parish Council had No Comments to submit.**

12549 Proposed Traffic Lights/Crossing Scheme.

Cllr Anderson showed the new plans received for the modification of the four-arm junction along Station Road, Hunstanton Road and Chapel Road. The modifications were discussed and Cllr Brundle advised Mr Green had expressed concerns with regards to the alterations in relation to his business. Cllr Anderson proposed the alterations for the Traffic Lights to be agreed. **It was resolved to approve the Traffic Light Scheme.**

12550 Tree Survey.

Three tenders had been received **it was resolved to go with the middle quote due to them best matching the criteria.**

12551 Applications and Determinations:

All these applications can be viewed, and commented on, online at the Borough Council's planning portal online.west-norfolk.gov.uk/online-applications/

Applications:

17/01261/F Mr P Clay Application for single storey extension to the front of the dwelling at 28 Tudor Way, Dersingham. Planning Committee recommended approval. **Approved**

17/01264/F Agent. Application for variation of condition 2 of planning permission 17/00726/F to re-position cart shed, amendments to the floor plans and elevations at 16 Shernborne Road, Dersingham. Planning Committee recommend approval - **Approved**

17/01317/F Mr Johnston. Application for variation of condition 2 of planning permission 16/00582/F to emend approved drawing at Larkfield, 10A Fern Hill, Dersingham. **Approved**

14/00484/NMA_1 Mr & Mrs Sanderson Non-material amendment to planning permission 14/00484/F: Extension and roof alteration to existing bungalow at 14 Heath Road, Dersingham.

17/01337/F Sandringham Estate. Application for residential development of 9 houses at former Community Centre, 74 Manor Road, Dersingham. **Approved**

17/01426/F Mr & Mrs Ling. Application for first floor extension at 16 White Horse Drive, Dersingham. **Approved**

Determinations.

17/01018/O Mr & Mrs Barham, Outline Application for construction of 2 - Storey Dwelling, 13Gelham Manor, Dersingham **Granted**

12552 Correspondence.

The Chair read out the list correspondence received.

12553 Accounts to date.

a) **Councillors to approve accepting the accounts until the end of June 2017.**

It was resolved to approve the accounts.

12554 Accounts for Payment

JULY PAYMENTS

SO	Buttriss - Office Rent	£500.00
SO	D Lee – Cleaning Contract	£260.00
DD	E-on Energy – Rec Electricity	£6.00
D	Opus Energy – Streetlight Energy	£100.61
DD	Utility Warehouse – Mobile (July)	£18.40
D/P	G Scanlon – Office Cleaning – (July)	£40.00
D/P	Clearview Windows – Office Windows (July)	£10.00
D/P	BT – Phone & Broadband	£41.84
D/P	Dersingham VA Primary & Nursery – R Hire (July)	£30.00
D/P	K & M Streetlighting Services– S/light Maintenance £105.56 - Credit note £87.00	£27.56
D/P	David Lee Grasscutting (July)	£625.00
D/P	David Lee General Tidy	£90.00
D/P	CGM Group – Recreation Ground Grasscutting	£121.06
D/P	Clanpress – Printing VV	£2624.00
D/P	RoSPA – Playground Inspection	£134.40
D/P	Thaxters – Lavender- Growmore – Task Force	£19.97
D/P	Frazer Dawnbarns – Footpath Diversion	£1050.00
D/P	Frazer Dawnbarns – Footpath Diversion	£150.00
D/P	Zurich - Insurance	£1951.62
D/P	Tree Work & Surveys Ltd – One Tree of Heaven	£300.00
D/P	ECS Computers – Anti-Virus	£129.60
D/P	Wages July	£1803.30
D/P	Norfolk Pension Fund – Pension	£588.40

Any others

AUGUST PAYMENTS

SO	Buttriss - Office Rent	£500.00
SO	D Lee – Cleaning Contract	£260.00

DD	E-on Energy – Rec Electricity	£6.00
D	Opus Energy – Streetlight Energy	£100.53
DD	Utility Warehouse – Mobile (Aug)	£18.40
D/P	G Scanlon – Office Cleaning – (Aug)	£40.00
D/P	BT – Phone & Broadband	£51.04
D/P	Wages Aug	£1803.50
D/P	Norfolk Pension Fund – Pension	£588.40

It was resolved to approve the payments.

12555 Items for inclusion on the next agenda.

No items for inclusion.

12556 Date & Place of next meetings.

Full Council Meeting on Monday 25 September 2017 starting 7.00pm at Dersingham VA Primary and Nursery School.

Recreation Committee Meeting 4 September 2017 at 6.00pm at Parish Office
 FGP&A Committee Meeting 4 September 2017 at 7.15pm at Parish Office
 Communication Working Party, 5 September 2017 at 10.00am at Parish Office
 Dersingham Centre Committee, 5 September 2017 at 7.00pm at Parish Office
 Planning Committee Meeting 11 September 2017 at 6.00pm at Parish Office
 Environment Committee Meeting 11 September 2017 at 7.15pm at Parish Office
 Staffing Committee Meeting 18 September 2017 at 6.00pm at Parish Office.

With no further business, the meeting was closed at 9.19pm