

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

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

Also, Present: Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant). Borough Cllr Tony Bubb, Borough Cllr J Collingham (Left 7.10pm), 5 Members of public.

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

12588 To Receive and Consider Apologies for Absence
It was resolved to accept apologies from. Cllr K Manship.

12589 To Receive Declarations of Interest and request for Dispensations
by Councillors in any of the Agenda Items listed.
None received.

12590 To receive a verbal update on Vandalism from Inspector Bane –
Norfolk Police.
Insp Bane explained that Dersingham play area is now receiving priority policing. Police Officers and PCSO's have been patrolling the area, youths have been spoken to and searched, names recorded, and letters issued to parents. With the continued police presence, the vandalism appears to have decreased. The Clerk advised there had been activity over The Drift.
Borough Cllr Collingham had been asked by Norfolk County Council Cllr Dark to speak on his behalf with regards to the PCSO scheme ending and being transferred to Police Officers, as he is concerned it will have impact on rural areas such as Dersingham. Insp Bane advised the PCSO will be replaced with Police Officers that will have the power of search and arrest. Insp Bane advised Hunstanton Police Station is not closing. The front office is closing; however, the station will remain open. Anyone with any problems should go to the station and use the yellow phone, this will ensure a Police Officer attends the station.
A parishioner stated the bus shelters were being used by youths over the weekends, leaving them full of litter etc.

12591 To Receive a Verbal report from Norfolk County Councillor.
Cllr Dark had sent his apologies.

12592 To Receive a Verbal report from Borough Councillors.
Cllr Collingham reiterated the good response seen by the Police patrolling the area but wished to remind people that should they see anything to call the police and report it. Cllr Dark had asked Cllr Collingham to suggest The Parish Council write a mandate to enable Cllr Dark to speak on The Parish Councils behave when he meets with The

Police Commissioner the Chair suggested Cllr Collingham emails the details for discussion at next month's meeting.

Cllr Bubb had attended a meeting in which discussion was had regarding the closure of various toilets in the area. It was suggested the toilets in Old Hunstanton near the Life Boat Station should close however it was agreed for this to remain open at the present time.

The meeting was returned to closed session at 7.16pm

12593 Minutes of the Dersingham Parish Council Meeting held 25 September 2017.

It was resolved for the minutes to be signed as true and accurate.

12594 Clerks Report.

There is to be a Police meeting Wednesday to discuss the restructuring due to the loss of PCSO.

The Clerk asked if anyone knew of any volunteers to help distribute the Village Voice and Data.

The gate to the Recreation Ground along with the Zipwire will be replaced tomorrow.

12595 Minutes of the Recreation Committee Meeting held on 2 October 2017.

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

Next year's Fun Day is still yet to be confirmed 3rd or 10th June 2018 and the Christmas Lights will be switched on the 19th of December 2017 not the 26th December as previously agreed.

12596 Minutes of the Finance & Administration Committee Meeting held on 2 October 2017.

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

12597 Minutes of Communications Working Party Meeting held on 3 October 2017.

Cllr Shepherd advised Tony Bubb will remain The Editor of the Village Voice for the foreseeable future or until another party shows interest in the position.

Cllr Shepherd proposed the latest edition of The Dersingham Data be the last paper version and the magazine to be put on the website as of 2018/19. After discussion **It was resolved to defer the proposal to Communication Working Party to review print costings etc.**

12598 Notes of the Dersingham Centre Meeting held 3 October 2017.

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

Cllr Payne advised work had started on the new Village Centre.

12599 Minutes of the Planning Committee Meeting held on 9 October 2017.

Cllr Hipkin wished to have it noted that he considered the Minutes of the Planning Committee Meeting held 9 October 2017 item 92 incorrect and wished for them to be amended as he felt they contained a false statement. The Clerk advised Cllr Hipkin had agreed the Minutes via email.

12600 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/
The Council to vote and make comment on the planning applications.**

Applications:

- 17/01762/F Mr A Newell, Planning Application for variation of condition 2 to increase the depth of the proposed extension at Skyview Cottage, 25 Station Road, Dersingham. **Now Granted**
- 14/00879/DISC-A Planning Application for discharge of conditions 3 – Construction of new study and garden room (re-submission following lapse of 12/00684/EXF) at The Retreat 4 Heath Road, Dersingham **-Approved**
- 17/01870/F Application for removal of condition 14 of planning permission 14/01816/F (variation of conditions 2 and 3 of planning permission 14/00508/FM: Change of use from redundant picnic area to touring caravan and camping site with associated disabled camping pods, site shop, toilet and amenities block and wardens lodge): To remove the restriction not allowing dogs on site at Pine Cones Caravan and Camping, Dersingham Bypass, Dersingham. **– Approved.**
- 17/01871/F Removal of Condition 7 attached to planning permission 16/01224/F to allow dogs to be brought onto the site
Condition Number(s): 7
Conditions(s) Removal:
removed - Natural England happy with the removal of the condition removed at Pine Cones Caravan and Camping Dersingham Bypass Dersingham Norfolk- **Approved.**
- 17/01337/F Sandringham Estate. Application for residential development of 9 houses at Former Community Centre, 74 Manor Road, Dersingham- **Approved.**

- 17/01841/F Mr R Cude Application for condition 2 of planning permission 17/00768/f – (conversion of garage to living accommodation): To amend previously approved drawings at 57 Hunstanton Road, Dersingham.- **Approved.**
- 17/01760/F Dersingham Parish Council. Application for variation of condition 2 of planning permission 15/01685/F: Renovation and extensions, including external works to car park and landscaping, to existing Church Hall to provide new Village Hall at Church Hall, 83 Manor Road, Dersingham. - **No Comment.**
- 17/02021/F Mr & Mrs P Dimitrijevic, Application for Single Storey Extension to front of the house at 4 Saxon Way, Dersingham. - **Deferred**

Determinations.

- 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. **Granted**
- 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- **Granted**
- 17/01261/F Mr P Clay Application for single storey extension to the front of the dwelling at 28 Tudor Way, Dersingham. – **Granted**
- 17/01678/F Mr & Mrs Franklin, Planning Application for demolition of 1980's extension and conservatory and construction of new rear extension and associated alterations at 72 Manor Road, Dersingham. Planning Committee recommends approval to Full Council. – **Granted**
- 17/01668/F Mr Darryl Frammingham, Planning Application for two-storey extension to rear of the property at 45 King's Croft, Dersingham. Planning committee recommends refusal to Full Council on the grounds of overlooking No44. – **Granted**
- 17/01762/F Mr A Newell, Planning Application for variation of condition 2 to increase the depth of the proposed extension at Skyview Cottage, 25 Station Road, Dersingham. **Now Granted**

12601 Minutes of the Environment Committee Meeting held 9 October 2017.

Cllr Anderson advised there were no recommendations to bring to Full Council. The bridge that has been put on The Warren is not yet completed as it is awaiting the handrails.

- 12602 Proposal from January to go to two Full Council Meetings a Month and lose most Committees.**
Cllr Hopkins proposed that The Parish Council hold two Full Council meetings per month and suspend the Committee meetings from January 2018 to the Annual Parish Council Meeting 2018.
This would mean the hours accrued by The Clerk Servicing Committees should be less. Although working groups could meet if needs be.
All Cllr's would be aware of the situation throughout all committees and anything urgent would be dealt with within two weeks, not waiting for the end of month meeting.
It was resolved for The Parish Council to trial two Full Council Meetings per month to be held the 2nd and 4th Mondays of the month.
- 12603 Resignation of a Parish Councillor**
Cllr Payne advised Full Council that Cllr Broughton had resigned due to work commitments.
- 12604 Co-Option of Parish Councillors.**
Cllr Payne advised there are two vacancies however proposed that the item be deferred until November Full Council meeting under the circumstances of correspondence received. **It was resolved to defer Co-Option.**
- 12605 Update Dersingham Social Club.**
Cllr Hopkins explained that the Social Club had issued an Amber warning letter to all club members, explaining the club's current situation. Cllr Hopkins advised the club needs to be used by members to avoid closure.
- 12606 Update on Dersingham Football Club.**
Cllr Hopkins read an article written regarding Dersingham Football Club printed in the Local Free Paper. Dersingham used to have 4 strong footballs team however this season we do not have an adult team, although all club's fees are paid and up to date. It is hoped Dersingham will have a team for next season. There is also currently only 1 cricket team.
- 12607 Update on the Village Centre.**
Appoint Contracts Administrators.
Discussion was had with regards to the contract administrator appointment. Cllr Payne proposed that Cllr Judd and Cllr Davey would be appointed as Contract Administrators, to be the first point of contact and approve any variations needed to the value of £500.00 anything that exceeds that amount would be brought to Full Council for approval. **It was resolved to appoint Cllr Davey & Cllr Judd as Contract Administrators.**

Permission for The Clerk to sign the contract.

The Contract is a standard contract dealing with contractors etc and can have details changed if required. **It was resolved for The Clerk to arrange a meeting to go through the contract with TM Browne, Martin Howe, Cllr Judd before the contract is signed. The Council gave permission for the contract to be signed.**

Update on Expenditure.

Payments.

It was discussed the best way to pay invoices etc that are now being received. It was proposed The Clerk was given power to pay invoices as and when received, rather than gaining authorisation at Full Council Meetings. The Clerk would have the ability to use the £850,000.00 for payment, but giving a breakdown on monies paid. **It was resolved for authorisation to be given to The Clerk to make payments to £850,000.00 as received and checked.**

- 12608 Remembrance Services 2017 and 2018.**
Cllr Payne advised that a brief wreath laying service will be held on 11 November. Next year The Council will be undertaking the Bruno Peeks Commemorations and possible other local events.
- 12609 Correspondence.**
The Chair read out the correspondence received.
- 12610 Accounts to date.**
a) **Councillors to approve accepting the accounts until the end of September 2017.**
It was resolved to approve the accounts.
- 12611 Accounts for Payment.**

OCTOBER 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 (Aug-Sept)	£108.43
DD	Opus Energy – Streetlight Energy (October)	£139.69
DD	Utility Warehouse – Mobile	£18.40
D/P	G Scanlon – Office Cleaning	£40.00
D/P	Clearview Windows – Office Windows	£10.00
D/P	BT – Phone & Broadband	£37.71
D/P	Dersingham VA Primary & Nursery – R Hire (Sept)	£30.00
D/P- Oct	K & M Streetlighting Services– S/light Maintenance	£105.56
D/P	David Lee Grasscutting (Warren)	£650.00
D/P	David Lee Grasscutting (Oct)	£535.00
D/P- Sept	CGM Group – Recreation Ground Grasscutting	£60.53
D/P- Sept	CGM Group – Recreation Ground Grasscutting	£60.53
105894	S Bristow- Lilly O'Brien's Choc - VVL	£22.10

105895	Petty Cash	£27.90
105896	Flowers by Yvonne - VVL	£66.00
105897	S Bristow- Gmail Storage	£15.99
D/P	Clanpress – Village Voice 108	£2223.00
D/P	Heritage Tree – Dersingham Centre	£180.00
D/P	Zurich – Dersingham Centre Insurance	£1171.48
D/P	Edge It Systems - Upgrade	£135.60
D/P	Cartridgesave – Print Cartridge	£88.03
D/P	Mazars – External Audit	£510.00
D/P	C & E Handyman – Painting Bench	£20.00
D/P	Viking Direct – Stationery- Equipment	£157.76
D/P	Wages Oct	£1803.30
D/P	HMRC – PAYE	£1100.53
D/P	Norfolk Pension Fund – Pension	£588.40
D/P	KLWNBC – Variation of Condition – Der Centre	£97.50
D/P	Churchyard Grasscutting Grant	£2400.00
D/P	Community Car Scheme	£100.00
D/P	Direct 365 De-Fib Battery	£225.60
D/P	D.Lee Cutting Trees around Pill Box & Tidy Area	£190.00
D/P	Anglian Water – Rec Water	£43.06
D/P	Viking Direct - Stationery	£41.35
D/P	BT – Phone & Broadband	£58.96
105898	Phobbies Club – Re-Location Costs	£500.00
105899	Royal British Legion – poppy Wreath S137	£34.00
D/P	Atelier Associates – Discharge of Conditions	£48.50
D/P	NCC – Partnership Scheme – Crossing	£25,000.00
D/P	Mr S Cook – War Memorial Garden	£60.00
D/P	T M Browne Ltd – Dersingham Centre	£28,200.00
D/P	Dersingham PCC – Christmas Tree	£40.00

It was resolved to approve the payments.

12612 Items for Inclusion on the next Agenda

None received

12613 Date & Place of next meetings.

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

Recreation Committee Meeting 6 November 2017 at 6.00pm at Parish Office
FGP&A Committee Meeting 6 November 2017 at 7.00pm at Parish Office
Communication Working Party, 7 November 2017 at 10.00am at Parish Office
Dersingham Centre Committee, 7 November 2017 at 7.00pm at Parish Office
Planning Committee Meeting 13 November 2017 at 6.00pm at Parish Office
Environment Committee Meeting 13 November 2017 at 7.00pm at Parish Office

The Meeting was open for public at 8.39pm

A parishioner asked for an update with regards to the village pond situated on The Warren. Cllr Anderson said it was a seasonal pond that will only have infill from rainfall and the lack of water in the pond is due to natural evaporation. It is of a similar ilk as the pond in Ingoldisthorpe. There is still planting to be done on site.

The parishioner asked if a thorough feasibility study had been carried out with regards to the area etc, as the pond is somewhat of a disappointment. Cllr Anderson advised there had been site visits, which advised that the water table was high in the area and advice sort.

With no further business the meeting was closed at 8.47pm