

Minutes of the Meeting of the Dersingham Parish Council held on 12 February 2018 at 7.00pm, at Dersingham VA Primary and Nursery School, Saxon Way, Dersingham.

**Present:** Cllr S Payne (Chair), Cllr B Hopkins, Cllr C Shepherd, Cllr D Wright, Cllr B Judd, Cllr K Hathaway, Cllr M Shepherd, Cllr G Billard, Cllr D Murrell, Cllr J Sanpher, Cllr T Bubb, Cllr J Houston, Cllr V Brundle, and Cllr B Anderson.

**Also, Present:** Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant). 3 Members of public.

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

**12735            To Receive and Consider Apologies for Absence**  
**It was resolved to accept apologies from.** Cllr K Manship, Cllr C Davey, Cllr A Hobson and Cllr C Hipkin.

**12736            To Receive Declarations of Interest and request for Dispensations by Councillors in any of the Agenda Items listed.**  
Cllr Bubb declared an interest on Planning Applications discussed as he is a member of the Planning Committee at The Borough Council.  
Cllr Hopkins declared an interest in agenda item 15 re Social Club.

A Parishioner requested clarification with regards to the Social Club receiving a rent holiday through financial year 2018-19. It was felt that The Parish Council had only agreed to add £5000.00 onto the precept and review the Social Clubs situation after their AGM. Cllr Payne confirmed the Social Club will be given a rent holiday throughout the next financial year.

It was also asked that Parish Council keep highlighting the fact that the Social Club members have got to come and show support for the club, if that is the case are people out supporting the new Dersingham Centre? Has there been parishioners that have held events to help raise money for the centre. Cllr Payne advised that parishioners have supported the centre in other ways, not necessarily through fund raising.

A Parishioner also challenged the 70% increase to the precept over the 3 years, Cllr Payne advised this was due to funds for the Parish Partnership being included

**12737            To receive a verbal report from Norfolk County Councillor.**  
Cllr Dark was not present.

**12738            To Receive a Verbal report from Borough Councillor.**  
Apologies were received from Cllr Collingham.  
Cllr Bubb advised there was nothing specific for Dersingham. The sheep field behind Tesco in Hunstanton is to have 30 affordable houses built for rental accommodation, Names are to be put forward to the Borough Council.

**12739            Minutes of the Dersingham Parish Council Meeting held 29 January 2018 at 6.30pm.**  
**It was resolved for the minutes for the meeting to be signed as a true record after the following amendments.**

**12716 Social Club** – to insert- Cllr Hobson had stated that looking at the Social Club's finances, the rent relief of £450.00 per month would not cover the short falls and the Social Club needs to implement further changes.

**12723 Major Emergency Plans.** The Clerk advised there was nothing to report.

**To insert in Parishioners comments** – Cllr Houston requested it be minuted the Skatepark money was indeed "Ringfenced" and therefore should never have been transferred to the Dersingham Centre funds. Cllr Houston also requested that a Parishioners comments be minuted that he wished for The Chair to stand down and The Clerk to resign, due to their inability to substantiate figures with regards to the centres finances.

**12740 Clerks Report.**

The Clerk advised she had nothing to report to Full Council

**12741 Minutes of the Dersingham Centre Committee Meeting held on 9 January 2018.**

There were no recommendations to bring to Full Council.

Cllr C Shepherd raised concerns with regards to more fees that are appearing from Atelier and asked if these had been budgeted for, Cllr Payne confirmed the fees had been allowed for.

Cllr's discussed various fixtures and fittings that had been removed to reduce the spending costs on the Dersingham Centre, who authorised the changes and why the changes had not been brought to Full Council. Cllr C Shepherd suggested a report be created before the next Full Council meeting to enable all Cllr's to see the changes that have been made, costings and a general update of the current position of the build. Cllr Payne agreed Cllr Judd and Cllr Davey would prepare a report before the next Full Council meeting.

**12742 Village Funday.**

Cllr Payne had received a response from the Guides & Scouts who had declined the offer of amalgamating the Funday and the Guides & Scouts fete. A meeting will be arranged to include Mr K Blackwell, Mr R Makemson to review the Funday dates etc.

**12743 Recreation Gate Repairs.**

**a. Gate Repairs**

The main gate has now been welded and therefore cannot be removed by lifting it off. Self-Closers still need to be sorted and the Clerk is awaiting quotes

**b. Skatepark**

A meeting was held on Thursday 8 February with parents, children, Cllr's and The Clerk. The Children are holding a competition to design the skatepark and the chosen design will win a prize. 3 events had already been organised that will suit various ages. A Facebook page has been created to keep people updated, those at the meeting are optimistic about raising the required funds.

- 12744 NCC Rangers**  
Cllr Hathaway wished the Clerk to report blocked drains around the village.  
Cllr C Shepherd enquired if litter picking was something the NCC Rangers covered? The Clerk advised it was not.
- 12745 General Village Environment Maintenance.**  
Cllr Anderson advised he had nothing to bring to Full Council.  
Cllr Bubb advised the street name plate had disappeared southern end of Heath Road. The Clerk to report to The Borough Council. Cllr M Shepherd asked if there had been clarification from Cllr S Dark around the bus stops. The Clerk advised that it was hoped that the work on the footpath could start by the end of March. **It was resolved for the Clerk to report the street name.**
- 12746 Mapping.**  
Cllr M Shepherd had visited Snettisham's Clerk to get an understanding of how they use the Mapping system. Cllr M Shepherd is happy Parish-Online would suit the Parish Councils needs and appeared relatively easy to set up. Whilst Snettisham Clerk had managed to place some assets onto the system, he had not done them all, this was mostly down to time and other work commitments. Cllr M Shepherd advised the Cllr's of what the package would consist of, how the package could be run adding users at various levels of access. Cllr M Shepherd then proposed he takes on the setting the system up and perform the Administrator/Data Manager/Editor roles while the asset data is captured enabling anyone else that uses the system to be set up as read access only. **It was resolved for Cllr M Shepherd to undertake the setting up of the Mapping system.**  
Cllr M Shepherd also proposed that a working group to begin to establish what assets etc need to be captured, information that we want to know about each asset etc. **It was resolved for Cllr M Shepherd, Cllr B Anderson, Cllr T Bubb and The Clerk would form the working group with Cllr C Davey being approached to also join. The Clerk is to chase up the Ordnance Survey PSMA and Post Office PAF PSL License.**
- 12747 The Warren**  
Cllr Anderson advised there was nothing to report.  
Cllr C Shepherd had been on the Warren that day and advised the water level in the pond had dropped despite a considerable amount of rainfall.
- 12748 Financial Control.**  
Cllr M Shepherd had written a report outlining the Cllr's responsibilities for the management of the Parish Councils finances, which had previously been circulated to all Parish Councillors and highlighted his thoughts regarding better financial control.  
Cllr M Shepherd proposed a temporary task group to review how The Parish Council manage their finances, recommend/implement changes

both to the reporting system and improve financial control processes. **It was resolved Cllr S Payne, Cllr M Shepherd, Cllr K Hathaway, Cllr A Hobson and The Clerk would form a task group as proposed.**

12749

**Social Club.**

Cllr Payne felt this subject had been covered previously in Public time. Cllr Hathaway enquired if members of the Parish Council could attend the Social Club's AGM meeting. It was advised that only the Social Club paid up members could attend. Cllr D Wright, The Parish Council Representative could also attend.

12750

**Buses.**

Cllr Payne had received an email from Mr B Colson highlighting the current situation with regards to the buses. Ben Colson has a good knowledge of rural transport therefore Cllr Payne is to formally invite Mr Colson to the Next Full Council Meeting.

12751

**Annual Litter Pick.**

The Clerk advised this was a topic usually covered by Environment Committee and asked Cllr's if the Parish Council wished to partake in this year's litter pick? Cllr Bubb suggested it be a weekend before the Open Gardens. After discussion it was felt the best day to do it would be Saturday in May, **It was resolved for the Clerk to obtain the equipment from the Borough Council.**

12752

**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/](https://online.west-norfolk.gov.uk/online-applications/)**

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

Applications:

Determinations.

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. **Granted**

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 - **Granted**

17/02319/F Mrs J Rand, Application for single storey front and rear extension render existing elevations and new boundary walls at 35 Chapel Road, Dersingham. -**Granted**

**12753 Correspondence.**

The Chair read out the correspondence received.  
An application from Cllr G Billard had been received to join The Dersingham Centre Committee. The Chair advised the application had been received and would be placed on the Agenda for the Next Full Council meeting to enable Cllr's to vote.

**12754 Accounts for Payment.**

**12 FEBRUARY PAYMENTS**

SO	Buttriss - Office Rent	£500.00
SO	D Lee – Cleaning Contract	£260.00
DD	E-on Energy – Rec Electricity	£6.00
DD	Utility Warehouse – Mobile	£18.40
D/P	BT – Phone & Broadband	£44.47
D/P	Dersingham VA Primary & Nursery – R Hire (Jan)	£80.00
D/P- Feb	K & M Streetlighting Services– S/light Maintenance	£105.56
D/P	Martyn Howe – Dersingham Centre	£350.00
D/P	Edge IT Systems – Increase in Finance Package	£264.00
D/P	Atelier Associates	£1440.00

It was resolved to make the payments.

**12755 Items for inclusion on the next agenda.**

Neighbourhood Plan  
Dersingham Village Centre report/update.  
Data Protection.  
Co-Option  
Time Capsule.

**12756 Date & Place of next meetings.**

Full Council Meeting on Monday 26 February 2018 starting 7.00pm at Dersingham VA Primary and Nursery School.

**With no further business the meeting was closed as 8.20pm**

A Parishioner asked how much the predicted costs were for the building of The Dersingham Centre. Cllr Judd advised £850,000.00. The Parishioner then raised the question was that a complete building, fixtures, fittings and car park. Cllr Judd advised this did not include a car park. After discussion it was felt that the total, including fees for the build would run at a higher cost of £902,000.00

A further question was raised concerning the applications of grants the Parish Council had applied for, had the council applied for Sports grants etc. Cllr Payne advised all grants had been reviewed and those that could be applied for, had.

Cllr Brundle wished to bring to everyone's attention, The Battles Over will mean at 6.30am in every city in Great Britain and around the world, a short piece of music will be played, this signifies all the paperwork being completed at the end of the war. At 11.00am the war was officially over.

A Parishioner asked what the current situation was with regards to the traffic lights on the crossroads at Hunstanton road, Chapel road. The Clerk had advised Norfolk County Council had ceased work for the time being to allow investigation to be carried out on site due to a complaint received.

The meeting was closed at 8.35pm