

Minutes of the Meeting of the Dersingham Parish Council held on 30 April 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 M Shepherd, Cllr D Murrell, Cllr J Houston, Cllr V Brundle, Cllr J Sanpher Cllr T Bubb, Cllr B Anderson, Cllr K Hathaway, Cllr A Hobson, Cllr B Judd and Cllr D Wright.

Also, Present: Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant).
Norfolk County Councillor S Dark (Arrived 7.04pm left 7.18pm)

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

12861 To Receive and Consider Apologies for Absence
It was resolved to accept apologies from. Cllr K Manship and Cllr G Billard.

12862 To Receive Declarations of Interest and request for Dispensations by Councillors in any of the Agenda Items listed.
None received.

It was resolved to open the meeting to allow the public to speak.

12863 To receive a verbal report from Norfolk County Councillor.
See public time

12864 To Receive a Verbal report from Borough Councillor.
Cllr Collingham was not present.
Cllr Bubb advised there had been no Borough Council meetings since the last Parish Council meeting therefore there was nothing to report. Cllr Bubb advised he was still chasing Norfolk County Council with regards to the grass cutting, he had spoken to Cllr Dark and had been assured it was being dealt with by Sally Bettinson. Cllr Bubb is still awaiting an email from Sally.

It was resolved to return to closed session at 7.15pm

12865 Minutes of the Dersingham Parish Council Meeting held 16 April 2018.
It was resolved for the minutes of the meeting to be signed as a true record after the following amendments.
Minute item 12839 Verbal report from Borough Councillors.
Cllr Bubb wished it to be minuted that it was the Church Commissioning Group were involved with the Borough Council.

12866 Dersingham Village Centre.
Report
Update
Cllr Judd advised the building work was progressing well on the Centre. The roof was due to be completed today, however Cllr Judd could not

confirm this as he had not been on site today. The electricians had been in doing the first fix, which was around 80% complete, there had been minor alterations but nothing of any major consequence. The plumbers had been on site but not yet started. Cllr Judd stated those Councillors that had visited the site had been impressed. Cllr Hathaway had been on site and wished to commend both Cllr Judd and Cllr Davey for all the hard work and time they had put in to the Centre. Cllr Bubb asked if there had been appropriate action taken whilst refurbishing the ventilation on the roof to prevent birds accessing the Centre, Cllr Judd advised mesh had been put in place.

Cllr Hathaway enquired if the lintel over the main door to the hub would be refurbished as it ruins the look and could be dangerous. Cllr Judd advised he would obtain quotes for the work needed.

It was resolved to open the meeting to allow public time.

Cllr Dark advised there had been some press regarding the Police Crime Commissioner making a bid for the County Fire Service however the County Council Commissioner who normally deals with the Fire Service will go into consultation detailing reasons against the change. Cllr Dark stated that only 12-18 months ago there was a campaign to retain the Heacham Fire Station.

County Council are looking at implementing an integrated care service where Social Services, Adult and Child Care, GP's and Hospitals all are integrated however at present the groups involved are trying to establish who would be lead authority.

Cllr Dark had been working on St Nicholas Close regarding the two alleyways, one has a light above the entrance and the other doesn't. Residence have asked for a light to be kept on. Cllr Dark has approached County Council who are not opposed to the light being left on as the costs would be minimal, however a Police report needs to be submitted to County detailing the risks of the light not being on, which Cllr Dark was trying to obtain.

Cllr Anderson asked when the road signage would be removed from Hunstanton Road now the work is completed. Cllr Dark advised he would report it to the highways team responsible.

It was resolved to return to closed session at 7.17pm

12867

Accounts for Payment.

Cllr C Shepherd queried the energy bill for the Dersingham Centre. The Clerk advised she is waiting a metre reading from site.

Cllr Hobson queried the shortfall in pensions. The Clerk advised due to the increase in the Admin Assistants hours the shortfall had occurred. Cllr Brundle asked if the £1620.00 Atelier Associates payment for plans would be the last plans needed. Cllr Judd advised he hoped there would be no further plans needed.

30 APRIL PAYMENTS

DD	Opus Energy –Energy (Ders Centre)	£456.76
DD	Opus Energy – Streetlight Energy (Streetlights)	£164.41
DD	Utility Warehouse – Mobile -April	£19.30
DD	BT – Telephone & Broadband	£60.27
D/P	G Scanlon – Office Cleaning	£40.00
D/P	Clearview Windows – Office Windows	£10.00
D/P	Nalc - Subscription	£734.59
D/P	BBSD Ltd – M & E – Dersingham Centre	£1872.00
D/P	Sandringham Estate – Sports Ground Rent	£600.00
D/P	Wave – Dersingham Centre - Water	£134.49
D/P	Wages April	£1875.14
D/P	Norfolk Pension Fund – Pension	£621.40
D/P	DSGC – ½ Yearly Grant	£2750.00
D/P	Atelier Associates – Plans	£1620.00
D/P	Dersingham School – Room Hire	£80.00
D/P	Norfolk Pension Fund – Shortfall	£1000.00
D/P	T M Brown – April Bill	£129676.27

It was resolved for payments to be made

12868 Final Accounts for 2017/18.

- Internal Auditors Report**
- Final Accounts paperwork**
- Annual Governance Statement**

Cllr M Shepherd advised after a meeting held that morning it had been decided to move the agenda item to the next Full Council meeting to allow reserves to be reviewed. The Clerk advised she had been working on the reserve figures after speaking to Edge and the details held on the reports are now correct. Cllr M Shepherd requested time to review the figures before being expected to vote on a resolution. Cllr Payne proposed the reports be reviewed by Councillors and defer the item until the next Full Council Meeting 14th May. **It was approved to defer agenda item to the next Full Council meeting.**

12869 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:

18/00725/F Mr M Cork Application for 90-degree rotation of double garage which has existing planning permission ref no 17/02243/F so as to use existing access to property at Wynthorpe, 8 Woodside Avenue, Dersingham. - **Approved**

Determinations.

- 18/00196/F Thaxter's Garden Centre, Application for removal of Polyunnel and replace with unheated glasshouse structure for plant sales, at Thaxter's Garden Centre, 49-51 Hunstanton Road, Dersingham –**Granted**
- 18/00197/F Thaxter's Garden Centre, Application for erection of a Polyunnel type canopy for external plant sales, at Thaxter's Garden Centre, 49-51 Hunstanton Road, Dersingham- **Granted**
- 17/01376/FM Sandringham Estate, Planning Application for construction of 10 2-bedroomed terrace "Almshouses" including new access and parking, conversion of stable to cycle and bin store, new greenhouse and tool shed and demolition and replacement of garages to 80 and 80a Manor Road at Land N of 80 S of St Nicholas Court, Manor Road, Dersingham. **Granted**
- 18/00257/F Mr & Mrs C Payne, Planning Application for rear single storey extensions and front porch and associated internal works, at 21 Centre Crescent, Dersingham – **Granted**.
- 17/01678/NMA-1 Mr & Mrs Franklin, Planning Application for non-material amendment to planning permission 17/01678/F Demolition of 1980's extension and conservatory and construction of new rear extension and associated alterations at 72 Manor Road, Dersingham. **Granted**

12870

Clerk's Report.

The Clerk advised RAF Marham are holding an information day at the Sandringham Centre this Wednesday between 2pm and 6pm. The Clerk wished to bring to Councillors attention that she had emailed the consent form to all advertisers of the Village Voice, however had received little response. With the deadline being tomorrow there was concern that the magazine would not be viable. Cllr Bubb suggested he contact Clanpress and discuss the possibility of moving the deadline back. The Clerk advised previous years she had been able to call the advertisers and agree details over the phone but now the consent form is needed for GDPR purposes it is not so easy to chase. Cllr Payne suggested the Clerk and the Admin Assistant share the calls to speed up the process.

12871

Village Funday.

The Clerk advised a meeting had been arranged for tomorrow in the Parish Council Office.

12872

Data Protection.

Cllr C Shepherd advised Councillors an informal Communications Working Party meeting was held 23 April to discuss the Data Protection in which the consent form for advertisers was finalised along with the

privacy statement for the website. Cllr C Shepherd then asked for an update to the current position on Data Protection. The Clerk advised the training course has been booked for Tuesday 8th at Dersingham Social Club at 6.45pm, although there had been little response from Councillors wishing to attend. The Clerk also advised the Government have now advised that an amendment to the third reading had been proposed making Parish Councils are exempt from having a Data Protection Officer. The Clerk suggested once the training had been completed an action group could be formed to establish a way forward.

12873

Neighbourhood Plan.

Cllr C Shepherd advised a meeting had been set for 15th May.

12874

Parish Tree- Crisp Close.

Cllr C Shepherd stated the Clerk had circulated an email to the previous Environment Committee members with regards to a tree on Crisp Close. Cllr C Shepherd had taken a picture of the tree and circulated it at the meeting. The roots of the Birch tree will soon be causing damage to the footpath and the garage of the resident. Looking at the boundaries it appears the tree straddles Parish and Parishioners boundaries. Cllr Anderson suggested the Parish Council approach the resident with the offer of a 50/50 payment for the work to be carried out to have the tree removed. **It was resolved for the Clerk to obtain quotes and approach the resident concerned.**

12875

Policies.

The Clerk advised she is still working on the policies.

12876

Correspondence.

The Clerk advised there was no correspondence.

12877

Items for inclusion on the next agenda.

Finances
Nominations for Chair and Vice Chair.
Full Council meetings

12878

Date & Place of next meetings.

Full Council Meeting on Monday 14th May 2018 starting 7.00pm at Dersingham VA Primary and Nursery School.

With no further business the meeting was closed at 7.58pm