

Minutes of the Parish Council Meeting of the Dersingham Parish Council held on 9 July 2018 at 7.00pm, at Dersingham VA Primary and Nursery School, Saxon Way, Dersingham.

Present: Cllrs S Payne (Chair), C Hipkin (Vice Chair), B Hopkins, C Shepherd, M Shepherd, D Murrell, J Houston, A Bubb, K Hathaway, B Anderson, B Judd, C Davey, G Billard.

Also, Present: Sarah Bristow (Parish Clerk) Geraldine Scanlon (Admin Assistant).
No members of the public present.

12955 To Receive and Consider Apologies for Absence
It was resolved to accept apologies from. Cllr K Manship and Cllr D Wright.

12956 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.

Borough Councillor Bubb stated he had nothing to advise the Parish Council regarding Borough Council Business.

12957 Minutes of the Dersingham Parish Council meeting held 25 June 2018.
It was resolved for the minutes to be signed as a true record after the following amendments.
Minute item 12937 remove "Annual" from title.

12958 Minutes of the Dersingham Centre Committee Meeting held on 3 July 2018.
Cllr Davey advised there was nothing to bring to Full Council.

12959 Notes of the Communication Working party Meeting held on 4th July 2018.
Cllr C Shepherd advised there was nothing to bring to Full Council.

12960 Dersingham Village Centre.
- **Report**
- **Update**
- **Leases**
Cllr Davey advised there had been a site meeting this morning, all parties are happy with the progress of the Centre and works are almost on the original time schedule, with the completion date being close to 17 September 2018. Internal work is coming on well, ceiling tiles are now being fitted. The installation of the lift has been delayed by two weeks, due to a delay with the supplier and installation should now take place the end of this week. Externally, Historic England had received plans for

the drainage proposal however they had requested further drawings, these have now been submitted, and now just awaiting an outcome.

Cllr Payne advised the Dersingham Centre Committee had resolved to discuss leases at the Full Council Meeting. Discussion was had concerning the lease with DVCA and two licences that would be drawn up for the Church and the Bowls Club concerning parking at the new Village Centre. Cllr Murrell stated, although there is a lot of discussion regarding the use of the car park, there has never been any issue with how the car park has been used. Cllr Payne said she hoped there would be communication between groups to allow all parties concerned to use the car park.

12961 Dersingham Centre Task Group.

Cllr C Shepherd advised the group had tried to meet recently but were unable to do so, however Cllr C Shepherd, Cllr Davey and the Clerk had managed a brief discussion. Cllr C Shepherd said she had not received the Dersingham Centre figures and now needed them to move forward with the Task Group. Cllr Payne asked how long it would take for the figures to be issued. The Clerk advised she would be able to issue by Wednesday.

Cllr C Shepherd asked if the VAT and Lottery refunds were up to date. The Clerk advised they are not as she has been unable to activate the Lottery portal. Cllr Payne said the VAT needed to be processed. Cllr Hopkins asked how many VAT returns were outstanding, the Clerk advised no claim had been submitted for three months.

Cllr C Shepherd enquired if there was any savings from the 2017/18 budgets. Cllr Payne asked the Clerk if Councillors had seen the financial comparisons for year end 2017/18, the Clerk advised Councillors had previously received them but would however issue them again.

12962 Accounts for Payment.

9 JULY PAYMENTS

SO	Buttriss - Office Rent	£500.00
SO	C & E Handyman Services – Cleaning Contract	£185.00
DD	E-on Energy – Rec Electricity	£6.00
DD	Utility Warehouse – Mobile	£13.40
D/P	RoSPA – Playground Inspection	£134.40
D/P	BMAC Garden Services – War Memorial Garden	£120.00
D/P	C & E Handyman Services – General Maintenance	£116.00
D/P	Atelier Associates – Der Centre Plans	£877.50
D/P	PJ & B Jones - Grasscutting	£732.00
D/P	K & M Lighting Services	£105.56
D/P	Paramount Fire -checking Fire apparatus	£34.44

The Clerk advised a further payment needed to be added to the payment schedule for BT for £93.05 and a payment to be removed Utility Warehouse of £13.40.

With the above amendments made it was resolved for the payments to be made.

- 12963** **Accounts to 30 June 2018.**
The Clerk advised she would issue the accounts to the Councillors once completed.
- 12964** **Skatepark – An Update.**
Cllr Payne advised she had issued a brief report regarding the current situation with the skatepark. The Clerk stated she had banked £1020.00 that had been raised. Cllr Payne advised the money would be ring-fenced. Cllr M Shepherd asked what involvement Alive Leisure had with the Skatepark. Cllr Payne advised the Sports Management Development Officer involvement would be beneficial to our grant applications. Cllr C Shepherd asked where the money raised would be banked. The Clerk advised it would be held in the Parish Council account and ringfenced in reserves. Cllr M Shepherd asked if the Saffron account had been closed, the Clerk confirmed that was so. Cllr M Shepherd stated it was still shown on the accounts the Clerk advised it would be removed. Cllr Payne proposed the following points.
Invitations to Skatepark construction companies to create a design in consultation with local residents especially young people.
The Chairman will contact Alive Leisure Sports Development for assistance.
The design to be chosen by a Task Group of Councillors working with a core group of young people and parents.
People living around the Recreation Ground to be consulted.
An initial funding application to Sport England, once a design has been agreed and approved by Council.
It was resolved to accept the above proposals and for Cllr Hopkins, Cllr Billard and Cllr Payne to form the Task Group.
- 12965** **Flagpole.**
Cllr C Shepherd proposed not to replace the Flagpole taking into consideration the problems caused over previous years. Cllr Hathaway agreed and added it was a big responsibility to any individual tasked with lowering the flagpole etc as the correct etiquette has to be followed. **It was resolved to not replace the flagpole.**
- 12966** **The Battles Over.**
Cllr C Shepherd asked what was involved with the event. Cllr Payne advised at 7.05pm bells would be pealed at St Nicholas' Church, the beacon will be lit, Rev Capron will give a citation and a wreath is to be laid in the churchyard memorial. The DVCA will be hosting a dinner based on World War one era recipes.
- 12967** **Mapping.**
Cllr M Shepherd advised there was nothing to report and suggested the item be removed from the next agenda.

12968 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:

Any

Determinations.

- 18/00763/F Application for single storey extension to side and rear of dwelling at 9 Glebe Close, Dersingham **Granted**
- 18/00775/O Application for construction of a detached dwelling 12 Gelham Manor, Dersingham. - **Granted**
- 18/00822/F Application for construction of two-storey rear extension to dwelling at 27 Gelham Manor, Dersingham - **Granted**
- 18/00838/F Application for construction of two-storey extension to dwelling at 60 Chapel Road, Dersingham - **Refused**

12969 Grasscutting Contract.

The Clerk advised two tenders had been received and opened by the Finance Task Group, as the Parish Council grasscutting needs to be reviewed it was decided to award a contract to P.J & B Jones, who have currently been cutting the grass, for the remainder of this year. The Parish Council will re-tender in September/October this year for a three-year contract. Cllr M Shepherd suggested the grasscutting be looked at by the Environment Committee as it needed a thorough review.

12970 ROSPA Report on Recreation Ground.

The Clerk advised she had circulated the report to Councillors. The report showed mostly surface maintenance required and the basketball hoop needs repair. **It was resolved to acknowledge the report and undertake the works in the autumn.**

12971 Clerk's Report.

The advised there was nothing to report.

Cllr Bubb asked if Sandringham would be approached regarding the trimming of the weeds around Tithe Barn before the Sandringham Flower Show. **It was resolved for the Clerk to contact the Rangers.** Cllr Hopkins had been approached by the Chairman of Dersingham United Charities regarding the Village sign that he had helped remove over 8 months ago, wishing to know when it would be replaced. The Clerk advised it would be in place by the end of the week.

- 12972 Data Protection**
Cllr C Shepherd advised a meeting is planned for the coming week.
- 12973 Neighbourhood Plan.**
Cllr C Shepherd advised there was no update.
- 12974 Correspondence.**
The Chair read out the correspondence. A letter received from a Parishioner was discussed. Cllr Payne suggested one or two Councillors check the area concerned and report back to Full Council. Cllr Anderson volunteered.
- 12975 Items for inclusion on the next agenda.**
Remove Mapping
Data Protection
Dersingham Centre Task Group
- 12976 Date & Place of next meeting.**
Full Council Meeting on Monday 23 July 2018 starting 7.00pm at Dersingham VA Primary and Nursery School.

With no further business the meeting closed at 8.11pm