

**MINUTES OF MEETING OF  
THE ENVIRONMENT COMMITTEE  
held on Monday 14 October 2019 at 19:10  
at The Loft, Dersingham Village Centre**

**Present:** Cllr B Anderson, Cllr C Shepherd, Cllr B Hopkins, Cllr R Frost, Cllr A Bubb & Mr A Green.

**In Attendance** Cllr C Hipkin, Cllr S Osborn, The Clerk and 2 Members of the Public.

**220 Apologies**

**Everyone Present.**

**221 Declarations of Interest**

None received.

**222 Minutes of the Environment Committee Meeting held on the 9 September 2019.**

**It was resolved for the minutes to be signed by the Chair as a true record after the following amendment.** Minute 201 should have included that as Cllr Hipkin was unable to provide details from his sons of relevant Solicitors regarding Village Greens that the Chair of this committee and the Chair of the Council would draft a letter to go to Solicitors. Also, Minute 204e Cllr Bubb advised that it was not the Borough Council who undertook but the Borough Council instructing the Housing Association to undertake. Cllr Bubb advised that the ~~broadwalk~~ <sup>Boardwalk</sup> on the ~~Common~~ <sup>Fen</sup> that had lifted has now be fixed back in place.

Cllr Hipkin asked if Item 10 could be taken next. **It was resolved for Item 10 to be taken next. Clerk will report in minutes in the correct position.**

**223 Rangers**

Cllr Anderson advised that the drains in Hunstanton Road outside The Green were full of leaves as usual for this time of year. **It was resolved for the Clerk to add to the Rangers List.**

The meeting was opened for a Parishioner to speak. The Parishioner wanted to report that the Ditch on Sandringham Hill still had not been achieved. The Clerk advised that NCC Highways and Sandringham were working on this and had been programmed. The meeting was closed, and **It was resolved for the Clerk to ask for a progress report.**

The Clerk advised that any NCC Highways work would be achieved by Norse who had now taken over the contract from the NCC. The Highways Engineers would still instruct.

**224 Current Financial Position**

The Clerk handed round the budget sheets. Cllr Shepherd asked in future if the budget headings transaction sheet could also be sent as she felt it helped her understand the workings behind the budget. **It was resolved for the Clerk to send round as well.**

## **225. Budget Setting 2020/21**

The Committee went through the report and put in draft budget figures. There are several items currently being addressed e.g. Playground Equipment and Playground grasscutting is currently out to tender. This revised figures to be put into the budget report and re-evaluated at the next meeting. **It was resolved for the Clerk to update the budget sheet.**

## **226 Areas of Responsibility**

### **(a) Bus Shelters/Bus Stop**

Cllr Bubb advised that the Bus Shelters were full of Leaves. The Clerk advised that it was part of the Cleaning Contract and would ask for this to be achieved. **It was resolved for the Clerk to ask the Contractor.**

### **(b) Streetlights**

Nothing to report.

### **(c) Grasscutting**

The Recreation Ground grasscutting is currently under tender and tenders should be in and should be opened at the next meeting. **It was resolved for the Clerk to put Tender Opening on the next agenda excluding Press and Public.**

### **(d) Cleaning**

Nothing to report.

### **(e) Litter bins**

Nothing to report.

### **(f) Seats and Benches**

Nothing to report.

### **(g) Dog waste bins/sponsorship –**

The Clerk advised that all sponsorship monies invoiced had now been received. Cllr Frost asked who prints the stickers off. The Clerk advised that she had now purchased the stickers and was undertaking in house.

### **(h) Footpaths and Walkways.**

The Clerk advised that she had spoken with the Highway Engineer about the path that runs between St Cecilia's and the Co-Op as per the last minutes. The Highway Engineer had stated that this could not be undertaken as it was not owned by the Parish Council and the Council should not be undertaking as if anything happened the Council would be responsible. **It was resolved for the Clerk to write to the Church and advise that going forward they would need to address the issues with the path.**

### **(i) Tree Warden**

Cllr Anderson advised to expect the loss of the remaining Ash trees in the village due to the Ash Die Back.

- (j) **General Village Environment –**  
Nothing to report.

**227 The Warren**

Cllr Anderson advised that he was still waiting for The Norfolk Wildlife Trust to undertake a survey which would likely be next year. The Clerk advised the Grasscutting Contractor had asked regarding the Warren cut this year. **It was resolved for the Clerk to ask the Contactor to cut half the Warren diagonally at the back of the houses and leaving an area around the pond.** Mr Green advised that someone was obviously dog grooming down the walk way into the Warren from Thomas Drew Close as the path is always full of dog's fur. Mr Green asked if a dog bin could be placed in this area as it is used the most by dog walkers. This to be looked at. Mr Green also reported that the Bridge was in a poor state and could do with some maintenance. **It was resolved for the Clerk to inform Gaywood Internal Drainage.** Cllr Bubb advised that he had asked Sandringham if they would be prepared to donate the tree bench and they had agreed. **It was resolved for the Cllr Bubb to chase.** The Clerk asked Cllr Bubb if he could mention to the Estate about their agreement to cut the triangle at the corner of the Sports Field behind Edinburgh Way.

**228 Recreation area**

- a) RoSPA Playground Inspection Report. Cllr Frost advised that there were some items to action within the report. **It was resolved for the item to remain on the agenda.**
- b) Roundabout. The Clerk had circulated the quotation to undertake the repairs. **It was resolved for the Clerk to place the order.**
- c) Basketball Hoops. Cllr Frost had not been able to get round to check. **It was resolved for this item to be deferred to the next meeting.**
- d) Elm Tree. The Clerk advised that the firm were willing to be replace but first required us to undertake a scratch test. **It was resolved for Cllr Shepherd to undertake.**

**229 Skatepark**

- a) Tender Evaluation. Cllr Shepherd advised that no further work can be achieved on the skatepark project before a Project Leader, Fund Raiser etc were in place. The Clerk advised that Full Council had to decide if the project went forward as the Council must be seen to be one and all working together and with collective responsibility. **It was resolved for the Clerk to place the Skatepark Project on the next Full Council Meeting.** Cllr Hipkin advised that he was prepared to come onto this committee and to Project Manage with backing from Cllr Shepherd and the Clerk.
- b) Legal Issue – The Clerk advised that it was again down to Full Council, but the advice so far was as long it is not detrimental to Parishioners and would enhance Parishioners enjoyment of the space and replacing in the same area there did not seem to be a problem, but proper consultation was necessary to ascertain this. If the Council agreed to go ahead with the project, then the Council may have to fight any legal challenge and if necessary, use the precept to pay for it.
- c) Planning – After the visit to Feltwell, the advisement was as long as it is under 200 cubic meters then it can be achieved under permitted development and a lawful certificate was all that was required from the Borough Council.

d) Report back from Feltwell. Mr Green advised that he was surprised with the Feltwell Park. It was the right size and shape and it was good to learn about the planning aspect, and it was not necessary to go higher or bigger and perhaps the remit we gave to the companies may need to be altered. Cllr Shepherd felt that the four-foot height that they had was high enough and they had not had any broken bones etc. She also said that it blended into the area and the area was softened by the soil embanking and being seeded. The Clerk advised that they had agreed to send their business plan which she had received this includes all their funders. They advised that Adam Garford at Lynn Sports was extremely helpful, and they advised us to contact him first. Mr Green advised that the only thing was obviously getting the time of year for the construction work correct as theirs had a lot of cracks which had been repaired to a good level, but he felt should not have been there in the first place.

**230 Risk Assessments**

Cllr Shepherd advised that she and Cllr Anderson had not met regarding the tree survey. **It was resolved for Cllr Shepherd and Cllr Anderson to look at the balance of the trees and for the item to remain on the agenda.**

**231 War Memorial & War Memorial Gardens**

Cllr Shepherd advised that the roundup had not been used correctly and had all washed away. The Clerk advised that she had managed to obtain a good price for the correct size sleeper coming from out of the area but was still as cheap and good quality even though needed to be transported. The money was available within the budget. **It was resolved for the Clerk to purchase.** There was then a discussion regarding the time before Remembrance Day and how heavy the work involved was. **It was resolved for the Clerk to write to Cllr Brundle and Cllr Houston and explain that a contractor would be brought in to undertake the replacement of the sleepers and to tidy the area prior to the 11<sup>th</sup> and the Council to decide maintenance going forward. The Clerk to obtain quote from contractor to undertake the replacement sleeper work.**

**232 Bank Road Licence**

The Clerk advised that she emailed the Borough Council asking for a condition report but had not received a reply. **It was resolved for the Clerk to chase and this item to be deferred to the next meeting.**

**233 Policies -Relating to Environment**

The policies had been emailed round. **It was resolved to recommend to Full Council that DPC Events Management Policy and DPC Use of Recreation Ground Policy for Non Parish Organised Village Related Events. (Non Commercial) be accepted.**

**234 Parish Partnership Scheme 20/21.**

Please see 226h. **It was resolved for this item to be removed from the agenda.**

**235. Climate Change**

The proposal going to the Borough Council this week had been circulated. **It was resolved to open the meeting to allow for the Parishioners present to speak.** Both Parishioners present gave a talk regarding the Global problem. **It was resolved that there was very little that a Parish Council could achieve but lobby higher levels of Government. Cllr Anderson agreed to write a report on what the Parish**

**Council might be able to achieve and send round for discussion at the next meeting.**

**236 Correspondence –**

a) Email from Cllr Collingham regarding signs to make Drivers aware of Hedgehogs. The email had been previously circulated. Cllr Frost felt that it should be all wildlife not just Hedgehogs. Cllr Anderson advised that not all wildlife was endangered. **It was resolved for the Clerk to obtain a cost for purchasing signs for the three main routes into the village for Hedgehogs and Wildlife.**

**237 Items for inclusion at next Meeting**

Same agenda minus Parish Partnership.

**238 Items for the Website.**

Nothing at this time.

**239. Date, time and venue of next meeting**

To be advised

With no further business the meeting was closed at 21:25pm.

