

**MINUTES OF MEETING OF
THE ENVIRONMENT COMMITTEE
held on Monday 5 October 2020 at 19:30
Virtually Via Zoom**

Present: Cllr R Frost (Chair), Cllr C Shepherd, Cllr B Hopkins, Cllr A Bubb, Cllr B Anderson & Cllr J Stokes.

In Attendance The Clerk

Cllr Frost welcomed Cllr Stokes to his first Environment Committee Meeting.

372 Apologies

Everyone present.

373 Declarations of Interest

None received.

374 Minutes of the Environment Committee Meeting held on the 7 September 2020 It was resolved for the minutes to be signed by the Chair as a true record after the following amendments: 364 second line heated to be removed.

Cllr Shepherd advised that she had the roses for the War Memorial Garden in hand and would sort. The Youth Provision is on-going and the DVCA are going to go for grant funding in the new year. The Clerk advised that Sandringham Road was being strimmed yesterday. The Highway issues are all being addressed, and the Road Surface in Lynn Road is being constantly monitored. The vegetation around the Streetlight has been removed so ready for painting and the new streetlight has been ordered.

375 Rangers

Nothing to add at this present time.

It was resolved to take item 5 & 6 together.

376 Current Financial Position/Budget Setting (Please see attached)

The Clerk had previously advised that there was no update from the last meeting but the bank statement was available and the Clerk had undertaken the reconciliation and had sent new reports out this evening prior to the start of the meeting. The Committee went through the budget. Please see draft budget attached. Assessments need to be completed on Bus Shelters, Concrete Streetlights and Trees but budget set until this work is completed. **It was also resolved for the Clerk to check out self-closers on the Station Road gates of the Recreation Ground and Investigate hiring Christmas Lights.**

377 Areas of Responsibility

(a) Bus Shelters/Bus Stop

The proper inspection still needs to take place.

(b) Streetlights

The Clerk advised that the replacement streetlight has been ordered and just waiting a date from UK Powernetwork. The vegetation around the streetlight in Woodside Avenue has been removed and the contractor informed that is it ready for painting.

- (c) **Grasscutting**
Nothing to report.
- (d) **Cleaning**
Nothing to report.
- (e) **Litter bins**
The Clerk is still trying to source the new bigger bags. **It was resolved for the Clerk to undertake.**
- (f) **Seats and Benches**
Nothing to report.
- (g) **Dog waste bins/sponsorship –**
The Clerk advised that even though she has a receipt the vets are advising that they did not receive. The Clerk advised that she had hand delivered and one has said in principle they will continue nothing has been received in writing. **It was resolved for the Clerk to chase.** It was also noted that the red on the latest stickers seems to have turned yellow. The Clerk advised that she had achieved in house, and she would get the ones in question replaced. If sponsors want their advertisements changed then may be worth getting them achieved by a printing firm as would be cheaper and the colour longer lasting.
- (h) **Footpaths and Walkways.**
The Clerk advised that she was currently in talks with NCC Highways, the Borough Council and Developer regarding a piece of footpath in St Nicholas Close where it join Centre Vale. Tarmac has become uneven due to tree roots.
- (i) **Tree Warden**
Nothing to report
- (j) **General Village Environment –**
Nothing to report

378 **The Warren**

Cllr Bubb advised that the meeting he was hoping to speak with Simon Hickling at was cancelled. Cllr Bubb agreed to contact him and ask before the next meeting. **It was resolved for Cllr Bubb to undertake.**

Cllr Anderson advised that after the Climate Change meeting this evening, he wished for the Warren to be cut again the same place as last year in a bid to re-wild the other half. **It was resolved for the Clerk to ask the contractor to change the area if not already achieved.**

379 **Recreation area**

- a) **Review of Cleaning/Opening Status**
Cllr Shepherd felt that the playground was being well used at the moment and felt that the cleaning needed to continue at its current rate. **It was resolved for the current schedule to be maintained and reviewed at the next meeting.**

Cllr Hopkins advised that he had been carrying out the check with Mrs Scanlon and it was felt that the new swings seats might need putting on before the spring as previous thought. **It was resolved for the Clerk to check out and if necessary, get them replaced.**

380 Skatepark

Cllr Shepherd advised she had to revise the grant application to FCC because they will only pay 5% of the fees involved in the project. This means that around another £3,500 was needed. Cllr Shepherd advised that all the necessary paperwork had been sent now. Cllr Shepherd advised that she had also applied for another grant from Geoffrey Watling Trust and should hear around December time if successful or not.

Cllr Shepherd asked if the Clerk had got any further regarding the depth of the drainage pipe etc. The Clerk advised that NCC Highway had advised that they did not have any details regarding where the pipe was or how deep but they did advise that any damage to the pipe would be down to the Parish Council if it was damaged in the build. **It was resolved for the Clerk to ask Anglian Water if they had any details.**

381 War Memorial & War Memorial Gardens

Cllr Shepherd advised that the Contractor had still not been back to the site. **It was resolved for the Clerk to advise the contractor that the contract would be cancelled if the work was not achieved by the 18th October.**

It was also resolved for the Clerk to get in contact re on-going maintenance with another Contractor and ask if he was able to take on and cost etc.

382. Climate Change

Cllr Anderson gave the following report:

Notes of the Climate Change Working Party held on Monday 5th October 2020 at the DVC

It was decided to review the topics chosen for discussion and action at the working Party's first meeting before lockdown.

1. To determine whether the Parish Council had changed to using recycled paper, or whether this had still to happen due to the reduction in paper use following all meetings being virtual.
2. To review the possibility of improving the output of the DVC's solar panels which were currently generating only around 25 per cent optimum.
3. Could we approach local shops to encourage them to reduce their use of plastics? It was noted that the growth in on-line grocery shopping had already reduced plastic discards locally. It had been previously mooted that crisp packets had been recycled from local schools via the RSPCA shop in Hunstanton. Local pubs to be approached to see if they would collect packets for recycling *providing* the RSPCA were still collecting.
4. The idea of promoting car-sharing was deleted while social distancing rules remained in force.
5. Freebridge to be approached to see if they would consider installing solar panels or air source heat pumps in new build properties or when major property refurbishments were undertaken.

6. Areas of land owned by the Parish Council to be surveyed to assess their suitability for tree planting. Determine if the Woodland Trust is still providing trees for planting schemes.
7. Investigate the possibility of providing a cycle lane between the traffic lights and Thaxter's on the western side of Hunstanton Road.

New topic:

The policy of cutting each half of the Warren in alternate years to be abandoned. The area currently cut to be cut every year and the remainder left to re-wild with only the existing paths being cut. The possibility of planting fruit trees in the cut area to be investigated.

Cllr Frost thanked Cllr Anderson for his report.

383. NCC Parish Partnership Scheme.

The Clerk advised that she had got agreement from Dersingham United Charities and had received a price of £3650.00 from NCC Highways of which the Council would have to pay £1825.00 towards. NCC Highways advised that agreement from the last house regarding no parking on the area in which the trod is to be placed. **It was resolved for the Clerk to write.**

384 Correspondence –

No further correspondence received.

385 Items for inclusion at next Meeting

Same agenda plus Water Fountain- Re-Fill Scheme. **It was resolved for the Clerk to obtain details for the next meeting.**

386 Items for the Website.

Nothing received.

387 Date, time, and venue of next meeting

2 November 2020 at 7.00pm Virtually Via Zoom.

With no further business the meeting was closed at 20.52pm.

ACTION LIST

Cllr Shepherd

- To purchase roses and plant

Cllr Bubb

- To check re purchase of more logs for The Warren.

Clerk

- Source 1m x 1m Heavy Duty Black Bags
- Check out the Swing Seats at the Recreation Ground.
- Chase dog bin sponsorship
- Advice Grasscutting Contractor regarding cutting same half of The Warren
- Talk to contractor regarding work not undertaken on War Memorial Garden
- Write to householder re Parish Partnership Trod
- Check out Water Fountain/re-fill scheme.

Financial Budget Comparison

Comparison between 01/04/20 and 09/10/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		Previous Year's Net	2020/21	Actual Net	Balance	2021/22
Environment Income						
400	Dog Bin Sponsorship	£725.00	£600.00	£0.00	-£600.00	£600.00
405	NCC Partnership Scheme	£0.00	£0.00	£0.00	£0.00	£0.00
410	Misc	£2,363.91	£0.00	£0.00	£0.00	£0.00
415	Precept	£19,910.00	£19,410.00	£19,410.00	£0.00	£0.00
420	Bus Stop Donation	£1,200.00	£0.00	£0.00	£0.00	£0.00
Total Income		£24,198.91	£20,010.00	£19,410.00	-£600.00	£600.00
Expenditure						
4000	Cleaning Contract	£2,243.48	£2,000.00	£1,150.00	£850.00	£2,400.00
4005	Dog Bins	£0.00	£100.00	£15.00	£85.00	£300.00
4010	Dog Bin Advertising	£25.99	£60.00	£0.00	£60.00	£60.00
4015	Dog Bin Emptying	£2,462.72	£3,000.00	£0.00	£3,000.00	£3,000.00
4020	Grasscutting/Verge Maintenance	£3,026.00	£3,300.00	£2,067.00	£1,233.00	£3,300.00
4025	Floral Enhancements	£0.00	£0.00	£0.00	£0.00	£0.00
4030	Taskforce	£9.16	£0.00	£0.00	£0.00	£0.00
4035	Street Lighting Energy	£2,684.80	£3,000.00	£964.68	£2,035.32	£3,000.00
4040	Streetlight Maintenance	£1,210.08	£1,250.00	£630.78	£619.22	£1,250.00
4045	Streetlight Repair/Survey/New	£2,261.26	£2,000.00	£1,472.50	£527.50	£2,000.00
4050	Seats/Benches	£0.00	£100.00	£0.00	£100.00	£100.00
4055	Village Sign	£0.00	£0.00	£0.00	£0.00	£0.00
4060	Bus Shelters	£75.00	£250.00	£0.00	£250.00	£250.00
4065	Footpaths/PROW	£80.50	£100.00	£0.00	£100.00	£100.00
4070	Trees	£450.00	£2,000.00	£620.00	£1,380.00	£2,000.00
4075	Litterbins	£0.00	£0.00	£0.00	£0.00	£0.00
4080	General Maintenance	£1,174.00	£1,500.00	£45.80	£1,454.20	£1,500.00

Financial Budget Comparison

Comparison between 01/04/20 and 09/10/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		Previous Year's Net	2020/21	Actual Net	Balance	2021/22
4085	Parish Partnership Scheme	£0.00	£0.00	£0.00	£0.00	£1,825.00
4090	War Memorial Gardens Planting	£0.00	£100.00	£0.00	£100.00	£100.00
4095	War Memorial Maintenance	£1,240.72	£1,250.00	£0.00	£1,250.00	£1,250.00
4100	War Memorial	£0.00	£0.00	£0.00	£0.00	£0.00
4105	Bus Stop	£1,200.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure		£18,143.71	£20,010.00	£6,965.76	£13,044.24	£22,435.00

Recreation

Income

500	Grants	£0.00	£0.00	£0.00	£0.00	£0.00
515	Income from Events	£15.38	£0.00	£0.00	£0.00	£0.00
520	Fundraising	£0.00	£0.00	£0.00	£0.00	£0.00
525	Recreation Events	£0.00	£0.00	£0.00	£0.00	£0.00
540	Precept	£6,875.00	£5,100.00	£5,100.00	£0.00	£0.00
Total Income		£6,890.38	£5,100.00	£5,100.00	£0.00	£0.00

Expenditure

5000	Recreation Water	£35.53	£50.00	£23.78	£26.22	£50.00
5005	Recreation Ground Electricity	£72.00	£100.00	£36.00	£64.00	£100.00
5010	Playground Equipment - New	£0.00	£0.00	£0.00	£0.00	£0.00
5015	Playground Equipment - Maintenance	£1,082.48	£2,500.00	£2,187.19	£312.81	£2,500.00
5020	Playground Inspection	£114.00	£200.00	£114.00	£86.00	£200.00
5025	Recreation Ground Maintenance	£171.67	£1,000.00	£15.00	£985.00	£1,000.00
5030	Recreation Ground Grasscutting	£403.52	£1,000.00	£535.50	£464.50	£1,000.00
5045	Recreation Events	£0.00	£0.00	£0.00	£0.00	£0.00
5050	Children's Activities	£0.00	£0.00	£0.00	£0.00	£0.00
5055	Christmas Activities	£70.00	£250.00	£0.00	£250.00	£250.00
5060	Funday	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure		£1,949.20	£5,100.00	£2,911.47	£2,188.53	£5,100.00

Financial Budget Comparison

Comparison between 01/04/20 and 09/10/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

	Previous Year's Net	2020/21	Actual Net	Balance	2021/22
The Warren Expenditure					
8000 Warren Expenditure	£1,309.00	£4,375.00	£599.00	£3,776.00	£0.00
Total Expenditure	£1,309.00	£4,375.00	£599.00	£3,776.00	£0.00
Skatepark Income					
900 Skatepark Donations	£0.00	£0.00	£0.00	£0.00	£3,500.00
Total Income	£0.00	£0.00	£0.00	£0.00	£3,500.00
Expenditure					
9000 Skatepark Project	£250.00	£0.00	£143.00	-£143.00	£0.00
Total Expenditure	£250.00	£0.00	£143.00	-£143.00	£0.00