

**MINUTES OF MEETING OF
THE ENVIRONMENT COMMITTEE**
held on Tuesday 8 December 2020 at 19:00
Virtually Via Zoom

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

In Attendance The Clerk

405 Apologies

Everyone present.

406 Declarations of Interest

None received.

407 To receive Nominations/Elect a Vice Chair for this committee.

It was resolved for Cllr A Bubb to be Vice Chair of this Committee.

408 Minutes of the Environment Committee Meeting held on the 2 November 2020 It was resolved for the minutes to be signed by the Chair as a true and accurate record after the following amendment. 393 should read an alleged act of vandalism.

409 Rangers

Nothing to add at this present time.

It was resolved to take item 6 & 7 together.

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

The Clerk had sent round the financial paperwork.

411 Areas of Responsibility

(a) Bus Shelters/Bus Stop

Nothing to report.

(b) Streetlights

The Clerk advised that she had chased for the missed Streetlight to be painted now that the vegetation had been removed.

(c) Grasscutting

Nothing to report.

(d) Cleaning

Cllr Bubb reported that all the dog bins looked slimy and could do with a good clean.
It was resolved for the Clerk to ask Mr English if he could undertake.

(e) Litter bins

The Clerk advised that she had ordered big sized bin bags which had arrived, and were fit for the purpose.

(f) Seats and Benches

The Clerk advised that Mr English had undertaken the clean and oiling of the bench at the top of Mountbatten Road. Cllr Bubb advised that the bench in Station Road at the corner of Valley Rise could do with a rub down and repainting in green paint.
It was resolved for the Clerk to get Mr English to undertake.

(g) **Dog waste bins/sponsorship –**

The Clerk advised Vets had now agreed to continue to sponsor their bins. When the forms are received the Clerk to invoice. **It was resolved for the Clerk to change the stickers for R & B Turf and then invoice.**

(h) **Footpaths and Walkways.**

The Clerk advised that she was investigating a footpath and if necessary, would undertake a report.

(i) **Tree Warden**

There had been a complaint received regarding a Willow Tree in Earl Close. Councillors had been to look. Cllr Shepherd advised that it was not that high. After discussion **It was resolved for the Clerk to obtain quotes to lift the lower canopy to four meters.**

(j) **General Village Environment –**

Cllr Bubb advised that the quote to have the flashing school signs in Chapel Road removed was very expensive. Cllr Bubb suggested that the actual signs could easily be removed with a spanner etc and if the lights element could be turned off just leaving the poles as the poles were not offensive. **It was resolved for the Clerk to ask NCC if it would be acceptable for the school to switch off and for the Council to remove the sign element.**

Cllr Bubb advised that the hedges at 51 Station Road & 135 Mountbatten Road were overgrown. The Clerk advised that she would send out a letter. Cllr Shepherd felt that NCC should be sending out letters not the Parish Council. The Clerk advised that NCC usually will pick up after the Parish Council has tried first. Cllr Frost advised that the hedge at 53 Lynn Road still has not been cut. Cllr Anderson advised that the hedge along 9-11 Chapel Road needed cutting back also. The Clerk agreed to ask NCC if they were prepared to send letters out without the Parish sending out first. If NCC wanted the Parish to undertake a letter first she would undertake. Regarding 53 Lynn Road the Clerk would ask NCC to send out a letter.

412 The Warren

Cllr Frost advised that he had spoken with the donor who was not impressed at not getting a thank you note for the donation trunk. Cllr Frost advised that the donor had asked for measurements for the new trunks. The Clerk advised that she did not think it would matter what size the trunks were as long as people could socially distance. **It was resolved for the Clerk to send a thank you letter to the donor.**

Cllr Shepherd asked Cllr Anderson if anything was required for the rewilding process for half of the Warren. Cllr Anderson advised since the cut could not be stopped nothing at present, but he would be looking at planting some native trees shortly. **It was resolved for Cllr Anderson to look into the trees provided by the Woodland Trust and the Clerk to try and obtain a price for 6-7ft Oak, Beech and Hornbeam trees.**

413 Recreation area

a) **Review of Cleaning/Opening Status**

It was resolved for the current schedule to be maintained and reviewed at the next meeting.

The Clerk advised she had asked the contractor if he was still intending to undertake the self-closers but had not received a reply. The Clerk had also asked the contractor who undertook the first lot but again no reply. **It was resolved for the Clerk to chase.**

414 War Memorial & War Memorial Gardens

Cllr Shepherd reported that the gardens were now getting attention and that the contractor had started removing the unwanted bulbs.

415 Skatepark

The Grant from FCC has been successful for £66,062.00. Cllr Shepherd advised that they were asking if the money should be paid to the Parish Council or direct to the company. **It was resolved for the the Parish Council to play any invoice and then be re-imbursed.** Cllr Shepherd advised that there would be another Skatepark Working Group meeting early in January so that other grants could be discussed.

416. Climate Change

Cllr Anderson advised that the group had not met as it was not possible to undertake much of their planning due to Covid. He said that ordering recycled paper for the office had been agreed going forward. He had written several times to Freebridge but no real response as yet, but he would continue to chase to get the answers. In the meantime, even with lockdown and people not travelling so much carbon is still on the rise. Cllr Stokes advised that the Snettisham Bird Reserve was flooded the other week again but not as badly as in 2013. Cllr Bubb advised that they usual open the sluices at Denver to counteract the wash which is silted up.

417 Correspondence –

No further correspondence received.

418 Items for inclusion at next Meeting

Add Christmas Lights.

419 Items for the Website.

Nothing received.

420 Date, time, and venue of next meeting

4 January 2021 at 7.00pm Virtually Via Zoom.

EXCLUSION OF THE PRESS AND PUBLIC

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

421 Quotes for Repair Work for the Village Sign.

The Clerk advised that she had not be able to get more than one quote currently and she continues to try and find suppliers to quote.

With no further business the meeting was closed at 19.57pm.

ACTION LIST

Cllr Shepherd

- To purchase roses and plant

Cllr Frost

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

Cllr Anderson

- Research Trees with The Woodland Trust.

Clerk

- Get Mr English to clean and paint bench at Station Road
- Get Mr English to clean dog bins
- Get NCC to send letters re Hedge
- Clerk to ask NCC re Hedges initial hedge letters
- Obtain quotes to repair Village Sign Base
- Chase Self Closers for Recreation Ground gates
- Write thank you to Sandringham
- Re-New R & B Dog Stickers and invoice
- Contact Highways re School Flashes
- Research 6-7ft Trees.
- Obtain quote re Willow Tree.

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 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	£1,557.99	£442.01	£2,640.00
4005	Dog Bins	£0.00	£100.00	£30.00	£70.00	£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	£2,791.00	£509.00	£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	£1,399.59	£1,600.41	£3,000.00
4040	Streetlight Maintenance	£1,210.08	£1,250.00	£841.04	£408.96	£1,250.00
4045	Streetlight Repair/Survey/New	£2,261.26	£2,000.00	£2,389.96	-£389.96	£2,000.00
4050	Seats/Benches	£0.00	£100.00	£20.00	£80.00	£100.00
4055	Village Sign	£0.00	£0.00	£0.00	£0.00	£0.00
4060	Bus Shelters	£75.00	£250.00	£15.00	£235.00	£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 30/11/20 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	£390.00	-£290.00	£100.00
4095	War Memorial Maintenance	£1,240.72	£1,250.00	£30.00	£1,220.00	£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	£10,130.38	£9,879.62	£22,675.00

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

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

		Previous Year's Net	2020/21	Actual Net	Balance	2021/22
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	£38.54	£11.46	£50.00
5005	Recreation Ground Electricity	£72.00	£100.00	£48.00	£52.00	£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	£773.50	£226.50	£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	£137.37	£112.63	£250.00
5060	Funday	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure		£1,949.20	£5,100.00	£3,313.60	£1,786.40	£5,100.00

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 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	£1,218.00	£3,157.00	£0.00
Total Expenditure	£1,309.00	£4,375.00	£1,218.00	£3,157.00	£0.00

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

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

	Previous Year's Net	2020/21	Actual Net	Balance	2021/22
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