

**MINUTES OF MEETING OF
THE ENVIRONMENT COMMITTEE
held on Monday 4 January 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

422 Apologies
Everyone present.

423 Declarations of Interest
None received.

424 Minutes of the Environment Committee Meeting held on the 8 December 2020 It was resolved for the minutes to be signed by the Chair as a true and accurate record after the following amendments. 410 Remove accounts in good order. 412 replace name with the donor. 412 2nd paragraph the cut could not be stopped. 415 should read FCC and also It was resolved for the Parish Council to play any invoice and then be re-imbursed. 416 recycled paper and Cllr Stokes bird reserve was flooded. It was Cllr Bubb regarding the sluice and it was the wash that was silted up. As there were many amendments **It was resolved for the main minutes to be amended.**

425 Rangers
Nothing to add at this present time. Cllr Bubb had reported a damaged kurb stone to the Clerk earlier and the Clerk had reported to NCC Highways.

426 Current Financial Position/Budget Setting (Please see attached)
The Clerk had sent round the financial paperwork. Cllr Shepherd advised that due to the date of the meeting it was not possible to look over the account properly. The Clerk advised that she had undertaken the bank reconciliation via the transactions as the bank statement is not available in readiness for this meeting. Cllr Shepherd asked if this meeting could be moved to the second Tuesday of the month. The Clerk advised that this would be out of her normal working hours and would be an increase, would Staffing be in agreement? The Clerk advised that she did sometimes have commitments on a Tuesday. **It was resolved for the next meeting to be on Tuesday 9 February at 7.00pm.**

Cllr Shepherd advised that the War Memorial valuation needed to come out of the Insurance budget line and not the War Memorial Maintenance and also the contractor undertaking the War Memorial is maintenance not planting. The said that she would change the valuation and check on the contractor's payments. **It was resolved for the Clerk to undertake.**

Cllr Shepherd also asked the Clerk to obtain in writing the non-charge of standing charges for the recreation electricity. **It was resolved for the Clerk to undertake.**

427 Areas of Responsibility
(a) **Bus Shelters/Bus Stop**
Nothing to report.

- (b) **Streetlights**
Cllr Anderson advised that he knew of two-day burners and would get the details to the Clerk. **It was resolved for Cllr Anderson to undertake and the Clerk to report.**
- (c) **Grasscutting**
Nothing to report.
- (d) **Cleaning**
Cllr Frost advised that the bench in Station Road has still not been cleaned and painted. The Clerk advised that Mr English had been advised but with Christmas and the weather it has obviously been delayed. The Clerk advised that he also has all the dog bins to clean. Cllr Frost advised that the bench in Earls Close needs a clean and also the inside of the noticeboard opposite the Co-Op and the legs on this noticeboard also requires them being painted with a water based preservative. **It was resolved for the Clerk to ask Mr English if he could undertake and ask Mrs Scanlon to make a key to the noticeboard available.**
- (e) **Litter bins**
Nothing to report.
- (f) **Seats and Benches**
See (d).
- (g) **Dog waste bins/sponsorship –**
The Clerk is due to change the stickers on a couple of bins but is hoping to achieve this week.
- (h) **Footpaths and Walkways.**
The Clerk advised that there was a NALC email and it advised about Slow Ways. **It was resolved for this item to be placed on the next agenda.**
- (i) **Tree Warden**
Nothing to report.
- (j) **General Village Environment –**
Cllr Frost advised that he was disgusted by the amount of dog waste that is not being picked up. There are plenty of dog bins provided in the village. Cllr Shepherd advised that apart from putting a piece in Village Voice there is little the Council can do. Cllr Stokes advised that it is getting to be a regular point of discussion on the village facebook page. Cllr Frost asked if posters could go on the noticeboards. **It was resolved that there are posters in the office that could be used and Mrs Scanlon be asked to put up on the next noticeboard run.**

Cllr Bubb advised that there were a number of advertising boards on the Sports Ground and should they not have planning permission. Cllr Shepherd advised that planning permission was not necessary.

428 **The Warren**

Cllr Anderson advised that the pond was still devoid of water but there were plants growing that only thrive in moist ground. Cllr Anderson also advised that the trees planting a few years ago are doing well. Cllr Shepherd said that the rewilding needs to be discussed either here or at a climate change meeting. Cllr Shepherd advised that there were two bodies dealing with rewilding currently Wild East and a national body and it would appear on first

read that the Council is already undertaking several of the necessary actions. Cllr Stokes advised that it might be an idea to talk with someone from Ken Hill. Cllr Anderson advised that currently they are undertaking a programme involving animals which the Council could not undertake on the Warren.

Cllr Frost advised that he had spoken with the donor of the log who wanted to know the requirements. Cllr Bubb advised that he would like to put a piece in Village Voice regarding the tree trunk bench and would attempt to obtain a photo for the piece. Cllr Frost asked if the photograph could be sent to him so that he can advise the donor of the size of the original one. **It was resolved for Cllr Bubb to undertake a piece for Village Voice and to get a photograph to Cllr Frost who would take up with the donor of the log.**

429 Christmas Lights.

Cllr Shepherd advised that she had asked for this to be an agenda item to give enough time to get something in place for Christmas 2021. Cllr Shepherd had been asked if lights etc could be placed on the trees opposite the newsagents on Hunstanton Road. Cllr Bubb advised that these trees were owned by NCC. **It was resolved for the Clerk to obtain a quote from a Tree Surgeon and our Streetlight Maintenance Contractor to remove the Christmas lights from the Recreation Ground trees in one piece so they could be assessed. Cllr Shepherd to investigate different options.**

430 Community Garden

Cllr Stokes advised that he had been asked to bring up the subject about the village having a community allotment to grow vegetables. The village allotments are owned and run by Dersingham United Charities. **It was resolved for Cllr Stokes to go back to the Parishioners and ask them to take up the subject with the Charity via Cllr Bubb who is a Trustee.**

431 Recreation area

a) Review of Cleaning/Opening Status

It was resolved for the current schedule to be maintained and reviewed at the next meeting or sooner depending on Government announcement this evening.

432 War Memorial & War Memorial Gardens

Cllr Bubb reported that the gardens were now looking kept now that they are getting the attention. Cllr Shepherd advised that the contractor had started removing the unwanted bulbs, weeds and grass.

433 Skatepark

Cllr Shepherd advised that there was a planned Skatepark Working Group meeting tomorrow evening and further details would be available at the next meeting.

434. Climate Change

Cllr Anderson advised that the group would meet prior to the next Environment Meeting on the 9 February 2021 at 6.00pm.

435 Correspondence –

Cllr Shepherd advised that the Clerk had complained regarding Opus not allocating a payment they had received to our account. This had resulted in a £30.00 good will gesture being credited to the account.

Cllr Shepherd advised that she was not happy regarding the response from NCC re the doctor's surgery junction. Cllr Shepherd advised that the drain needed to be cleaned, as the silt, rubbish etc was about two inches from the top. The drain was also not at the lowest point in

the road. Cllr Bubb advised that the drains being cleaned by the Borough Councils responsibility and he would take up with the Borough for the Council.

436 Items for inclusion at next Meeting

Same agenda plus Slow Ways.

437 Items for the Website.

If a copy of the dog waste poster could be scanned and put on the site that would appropriate. **It was resolved for the Clerk to undertake.**

438 Date, time, and venue of next meeting

9 February 2021 at 7.00pm Virtually Via Zoom.

EXCLUSION OF THE PRESS AND PUBLIC

It was resolved to adopt 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.

439 Quotes for Repair Work for the Village Sign.

The Clerk had sent round a report advising that she had received a couple of quotes one via text and the other verbally. She advised that she had tried several firms/people but it seemed too smaller job for a builder and most handymen do not have the bricklaying skills. Cllr Shepherd had an email address for one of the ones the Clerk had tried. Cllr Shepherd advised that she was not happy to get the work undertaken without a written quote. **It was resolved for the Clerk to continue to chase and express to the two who have quoted that their quote needs to be in writing.**

440. Quotes for work to Willow Tree.

The Clerk had previously sent round the quotes received. **It was resolved to award the contract to Tree Vista for £120.00.**

With no further business the meeting was closed at 20:07pm.

ACTION LIST

Cllr Shepherd

- To purchase roses and plant
- Investigate Christmas Light Options

Cllr Frost

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

Cllr Bubb

- To get photo re logs for The Warren to Cllr Frost.
- Speak with Borough Council re Doctor's Surgery Entrance Drain.

Cllr Stokes

- Advice Parishioner re Community Allotment to get in touch with Cllr Bubb re Dersingham United Charities.

Cllr Anderson

- Research Trees with The Woodland Trust.
- Report Day Burners to the Clerk.

Clerk

- Get Mr English to clean and bench at Earls Close
- Get Mr English to clean inside of Noticeboard opp Co-Op. and protection on legs.
- Make budget changes.
- Place Slow Ways on next agenda
- Obtain Christmas Lights Removal Quotes
- Dog Waste Poster on Website
- Get Mrs Scanlon to put Dog Waste Poster on Noticeboards
- Obtain quotes to repair Village Sign Base
- Re-New R & B Dog Stickers and invoice & Sort other stickers due to dog bin swap
- Research 6-7ft Trees.- chase
- Place order re Willow Tree.

Financial Budget Comparison

Comparison between 01/04/20 and 31/12/20 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	£175.00	-£425.00	£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	£19,585.00	-£425.00	£600.00
Expenditure						
4000	Cleaning Contract	£2,243.48	£2,000.00	£1,752.99	£247.01	£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	£1,650.48	£1,349.52	£3,000.00
4040	Streetlight Maintenance	£1,210.08	£1,250.00	£946.17	£303.83	£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 31/12/20 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	£496.24	£753.76	£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	£11,147.64	£8,862.36	£22,675.00
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	£38.54	£11.46	£50.00
5005	Recreation Ground Electricity	£72.00	£100.00	£54.00	£46.00	£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	£3,319.60	£1,780.40	£5,100.00

**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

**Skatepark
Income**

900	Skatepark Donations	£0.00	£0.00	£0.00	£0.00	£0.00
910	Precept	£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	£7,244.67	-£7,244.67	£0.00
Total Expenditure		£250.00	£0.00	£7,244.67	-£7,244.67	£0.00

**COVID
Income**

1050	Covid Grant	£0.00	£0.00	£10,000.00	£10,000.00	£0.00
Total Income		£0.00	£0.00	£10,000.00	£10,000.00	£0.00

Expenditure

10100	Covid Grant Monies	£0.00	£10,000.00	£929.92	£9,070.08	£0.00
Total Expenditure		£0.00	£10,000.00	£929.92	£9,070.08	£0.00