

**MINUTES OF MEETING OF  
THE ENVIRONMENT WORKING GROUP  
held on Tuesday 15 June 2021 at 19:00  
Virtually Via Zoom**

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

**In Attendance** The Clerk

**518 Apologies**

Everyone present.

**519 Declarations of Interest**

None received.

**520 Minutes of the Environment Committee Meeting held on the 10 May 2021. The notes to be signed by the Chair as a true and accurate.**

**521 Matters Arising**

Action Points:

Cllr C Shepherd

- Talk with Geraldine Scanlon regarding actions allocated to her (see below). **Cllr Shepherd to ask Mrs Scanlon again.**

Clerk/Locum Clerk

- Add all recommendations to the next full council meeting: **Achieved**  
Confirm election of Chairman of Environment as Cllr Frost. **Achieved**  
Confirm election of Vice-Chairman of Environment as Cllr Bubb. **Achieved**  
Ask Mr Doman to select a longer hose (required for pressure washing) at the garden centre and let the Clerk know the cost. **The Clerk advised that she did not know if this had been achieved and had not received a bill. The Clerk reminded the Council that the Task Force brought back a hose that they used on the War Memorial and it was in the back store room in the centre. Cllr Shepherd to check when next in the office.**  
Recommend a trod is built south on the B1440 between the village and the Common. **The Clerk advised that she had sent the original to NCC Highways and had copied in Cllr Dark and County had now agreed to pay for half under the scheme and Cllr Dark had promised the other half.**
- Ask handyman to clean and refinish the wooden bench at the memorial garden. **The Clerk does not know if this has been achieved but will ask Mr English to undertake.**
- Report back to next Environment meeting on conversations with K&M Lighting regarding repairs to cracked doors/broken locks on 5 concrete lamp columns. **The Clerk advised that the Locum Clerk had received a response that the doors are no longer a stock item. The Contractor had agreed to keep any concrete doors from replacements. The Clerk to check if an order was required.**

Cllr Bubb

- Contact County Cllr Dark to arrange for the dyke that runs behind the Edinburgh Estate to be cleared. **Cllr Bubb advised that he had not been able to speak with Cllr Dark but would continue to try. The Clerk advised that she had chased today but no response at yet. The Clerk to continue to try.**

Cllr Watkins

- Write an article about hedgehogs for the next Village Voice. **Cllr Watkins had written a report. Cllr Watkins also advised that she was still trying to get hold of Cllr Dark re wildlife signs. The Clerk advised that the Highway Officer had advised that she would not put in place before. Cllr Watkins to continue to chase.**

Cllr Frost

- Meet with log supplier to decide where to place logs in The Warren. **Cllr Frost advised that he had this in hand.**
- Take photographs of the gates at the play area to present to the next Environment meeting, so that options can be discussed and quotations can be sought. **Cllr Frost still needs to achieve.**

Geraldine Scanlon (office member)

- Laminate plans for contractor so that he knows where seats and benches are located.
- Create new Covid-19 signage for the play area. **These items still need to be achieved.**

Cllr R Anderson

- Arrange for councillors to meet lighting contractor to see how the floodlights look on the 'Christmas trees'. **Cllr Anderson completed please see report below.**

## **522 Rangers**

The Clerk advised that the Rangers were not currently working they had been deployed to other jobs currently due to Covid. **The Clerk to contact Highway Engineer and ask when they would be back.**

## **523 Current Financial Position/Budget Setting (Please see attached)**

The Clerk had sent round the financial paperwork. Cllr Shepherd advised that Tesco's had agreed a donation to the Skatepark that left one grant outstanding and Cllr Shepherd agreed to chase. Cllr Bubb advised that the Dersingham United Charities wanted to make a small donate to the skatepark. Cllr Bubb advised that a bench would be a good idea near the new park. Cllr Shepherd advised that a litter bin was also needed. The Clerk to obtain picture and prices for picnic benches and litter bins.

## **524 Areas of Responsibility**

### **(c) Grasscutting**

Cllr Shepherd asked if the Western End of the Centre Car Park could be cut please. Cllr Frost felt that the grass around the Village Sign needed to be cut and the ragwort removed. After discussion the Clerk to ask the contractor to cut an area around the sign and a path the width of the mower.

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

Cllr Shepherd advised that the Lime Tree in the War Memorial area had a lot of deadwood that needs removing. The Clerk to obtain quotes to remove.

## **525 The Warren**

Cllr Frost is dealing with the seating and position have been agreed. Cllr Shepherd advised regarding tree planting and getting some whips from the Woodland Trust. The Clerk to order a Wildlife pack of 420.

## **526 Update on Dyke Clearance**

Cllr Bubb and the Clerk to continue to chase Cllr Dark.

### **527 Christmas Lights.**

Cllr R Anderson advised that he had received a quote today which he had passed round. Cllr Anderson advised that it was how much he was expecting. A discussion about funding and the only real place to pay was the Project Reserves but this would clean out the budget if we were successful in getting a grant from the Borough Council Cil Fund for replacement of some of the concrete columned streetlights. The Clerk to undertake a tender specification document and sent round to the group and then go out to tender. The Clerk also to check with NCC regarding the power and the colours to be red, green and blue.

### **528 Wildlife Signs**

Cllr Watkins also advised that she was still trying to get hold of Cllr Dark re wildlife signs. The Clerk advised that the Highway Officer had advised that she would not put in place before. Cllr Watkins to continue to chase. The Clerk to check with the Highway Officer if she had heard from Cllr Dark on the subject.

### **529 Cycle Path**

Cllr Stokes advised that he was not able to undertake currently and could this item please be removed from the agenda.

### **530 Recreation area**

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

The current schedule to be maintained and reviewed at the next meeting.

#### **b) Recreation Ground Charity**

This item to be looked at when the Skatepark Project is complete.

#### **c) General Area**

Cllr Frost advised that the area either side of the gate from the playground to the field is very worn around the paving slabs. The Clerk to ask Mr English to quote for making the area good and then to put down a couple more slabs.

### **531 War Memorial & War Memorial Gardens**

Cllr Shepherd advised that the contractor was undertaking a good job and the area was now looking nice. The plants that he put in have all taken, the roses have grown, and he even planted up the little planters with his own flowers.

### **532 Use of Chemical Sprays**

Cllr Watkins advised that she has also put an article in the magazine. She had spoken to allotment holders but a lot seemed reluctant to change.

### **533 Skatepark**

Cllr Shepherd advised that the project has started the workers on site are saying a 7-9 week build time as compared to the original 4 – 5 weeks. It was agreed for the safety sign to go between the Children Play Area and the Skatepark. A meeting is needed when the build is further along regarding resitting of the basketball hoops and unfortunately, they have but cut off at the base rather than being removed.

### **534. Climate Change**

Cllr B Anderson gave the following report: The only item discussed was the availability of electric car charging points in Dersingham and NW Norfolk generally. It seemed from a commercial map of charging points that none existed between King's Lynn and Hunstanton - however, it was pointed out that Sandringham had recently installed some. The data from the map was not as useful as it might be as it was unclear about the precise location of some of the points, did not always distinguish between fast and slow chargers and did not give up-to-date information about non-working sites.

Trust Pilot Reports also complained about the number of locations where the chargers were inaccessible due to conventional vehicle being parked in front of them In Dersingham, the plan to provide charging points at the Village Centre was currently impossible as the PV cell output was far too low. Conversion to a more commercial basis was considered infeasible for financial and engineering reason There seemed little prospect of any local businesses installing points unless Dersingham became a tourist destination.

**535 Grasscutting Contract**

The contract was discussed it was agreed to add the western end of the Centre to the schedule. The Warren to be cut once and only half and the same half every year. A 5-metre strip to be cut by the side of the houses as a fire break. The Clerk to update the schedule for the next meeting and then it can be agreed and go out to be back for the September meeting.

**536 Correspondence –**

a) Cllr Stokes advised that he had been asked for a big wheel to be made available within the Village. Unfortunately, the Parish Council could not afford and does not have the available space.

b) Planning a Tree for the Queen Platinum Jubilee. Cllr Shepherd advised that this needs some thoughts and needs to go on the next agenda. A possibility was to plant a tree that might be able to replace the Lime Tree that is starting to have problems.

**537 Items for inclusion at next Meeting**

Same agenda plus adding Queen's Platinum Jubilee and remove item 11 and 14.

**538 Items for the Website.**

Nothing currently

**539 Date, time, and venue of next meeting**

13 July 2021 at 7.00pm venue to be confirmed.

With no further business the meeting was closed at 20:56pm.

## **ACTION LIST**

### **Cllr Shepherd**

- Talk to Mrs Scanlon re Laminated sheet with Seats and Benches to Contractor
- Talk to Mrs Scanlon re new covid signs for Recreation Ground.

### **Cllr Frost**

- To check re purchase of more logs for The Warren.
- Check re Self Closures for the Recreation Ground Gates

### **Cllr Bubb**

- To speak with Cllr Dark re Dyke Clearance

### **Cllr A Watkins**

- Chase Cllr Dark re Wildlife Signs

### **Clerk**

- Get Mr English to maintain bench in War Memorial Garden
- Obtain quote from Mr English to undertake making good the gateway between playground and main recreation area and placing two concrete slabs.
- Ask Grasscutting Contractor to cut around Village Sign and put a mower width's path to sign.
- Ask Grasscutting Contractor to cut Westerly End of Village Centre Carpark
- Obtain quotes to cut out deadwood from Lime Tree
- Order 420 Wildlife Tree from the Woodland Trust
- Chase Cllr Dark re Dyke Clearance
- Ask Highway Engineer when Rangers to return and ask if Cllr Dark has discussed Wildlife Signs.
- Check if order needed re concrete streetlight columns.
- Add to Grasscutting Contract schedule for next meeting.
- Write up Christmas Light Schedule and send round and once approved go out to tender.
- Obtain pictures and prices for picnic bench and litter bin for skatepark area for next meeting.
- Place all items on the next agenda



# Financial Budget Comparison

Comparison between 01/04/21 and 31/05/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/21.

	2021/22	Revised	Reserve Movement	Actual Net	Balance	
<b>Environment</b>						
<b>Income</b>						
400	Dog Bin Sponsorship	£600.00	£600.00	£0.00	£0.00	-£600.00
405	NCC Partnership Scheme	£0.00	£0.00	£0.00	£0.00	£0.00
410	Misc	£0.00	£0.00	£0.00	£0.00	£0.00
415	Precept	£22,435.00	£22,435.00	£0.00	£22,435.00	£0.00
420	Bus Stop Donation	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total Income</b>		£23,035.00	£23,035.00	£0.00	£22,435.00	-£600.00
						£0.00
<b>Expenditure</b>						
4000	Cleaning Contract	£3,000.00	£3,000.00	£0.00	£540.00	£2,460.00
4005	Dog Bins	£300.00	£300.00	£0.00	£0.00	£300.00
4010	Dog Bin Advertising	£60.00	£60.00	£0.00	£0.00	£60.00
4015	Dog Bin Emptying	£3,000.00	£3,000.00	£0.00	£0.00	£3,000.00
4020	Grasscutting/Verge Maintenance	£3,300.00	£3,300.00	£0.00	£672.00	£2,628.00
4025	Floral Enhancements	£0.00	£0.00	£0.00	£0.00	£0.00
4030	Taskforce	£0.00	£0.00	£0.00	£0.00	£0.00
4035	Street Lighting Energy	£3,000.00	£3,000.00	£0.00	£421.74	£2,578.26
4040	Streetlight Maintenance	£1,250.00	£1,250.00	£0.00	£210.26	£1,039.74
4045	Streetlight Repair/Survey/New	£2,000.00	£2,000.00	£0.00	£0.00	£2,000.00
4050	Seats/Benches	£100.00	£100.00	£0.00	£0.00	£100.00
4055	Village Sign	£0.00	£0.00	£0.00	£185.00	-£185.00
4060	Bus Shelters	£250.00	£250.00	£0.00	£0.00	£250.00
4065	Footpaths/PROW	£100.00	£100.00	£0.00	£0.00	£100.00
4070	Trees	£2,000.00	£2,000.00	£0.00	£0.00	£2,000.00
4075	Litterbins	£0.00	£0.00	£0.00	£0.00	£0.00

# Financial Budget Comparison

Comparison between 01/04/21 and 31/05/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/21.

		2021/22	Revised	Reserve Movement	Actual Net	Balance	
4080	General Maintenance	£1,500.00	£1,500.00	£0.00	£0.00	£1,500.00	
4085	Parish Partnership Scheme	£1,825.00	£1,825.00	£0.00	£0.00	£1,825.00	
4090	War Memorial Gardens Planting	£100.00	£100.00	£0.00	£0.00	£100.00	
4095	War Memorial Maintenance	£1,250.00	£1,250.00	£0.00	£135.00	£1,115.00	
4100	War Memorial	£0.00	£0.00	£0.00	£0.00	£0.00	
4105	Bus Stop	£0.00	£0.00	£0.00	£0.00	£0.00	
<b>Total Expenditure</b>		<b>£23,035.00</b>	<b>£23,035.00</b>	<b>£0.00</b>	<b>£2,164.00</b>	<b>£20,871.00</b>	<b>£0.00</b>
<b>Recreation</b>							
<b>Income</b>							
500	Grants	£0.00	£0.00	£0.00	£0.00	£0.00	
515	Income from Events	£0.00	£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	£5,100.00	£5,100.00	£0.00	£5,100.00	£0.00	
<b>Total Income</b>		<b>£5,100.00</b>	<b>£5,100.00</b>	<b>£0.00</b>	<b>£5,100.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Expenditure</b>							
5000	Recreation Water	£50.00	£50.00	£0.00	£11.72	£38.28	
5005	Recreation Ground Electricity	£100.00	£100.00	£0.00	£23.49	£76.51	
5010	Playground Equipment - New	£0.00	£0.00	£0.00	£0.00	£0.00	
5015	Playground Equipment - Maintenance	£2,500.00	£2,500.00	£0.00	£0.00	£2,500.00	
5020	Playground Inspection	£200.00	£200.00	£0.00	£0.00	£200.00	
5025	Recreation Ground Maintenance	£1,000.00	£1,000.00	£0.00	£0.00	£1,000.00	
5030	Recreation Ground Grasscutting	£1,000.00	£1,000.00	£0.00	£178.50	£821.50	
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	£250.00	£250.00	£0.00	£0.00	£250.00	
5060	Funday	£0.00	£0.00	£0.00	£0.00	£0.00	
<b>Total Expenditure</b>		<b>£5,100.00</b>	<b>£5,100.00</b>	<b>£0.00</b>	<b>£213.71</b>	<b>£4,886.29</b>	<b>£0.00</b>



# Financial Budget Comparison

Comparison between 01/04/21 and 31/05/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/21.

	2021/22	Revised	Reserve Movement	Actual Net	Balance	
<b>The Warren</b>						
<b>Expenditure</b>						
8000 Warren Expenditure	£0.00	£0.00	£0.00	£159.00	-£159.00	
<b>Total Expenditure</b>	£0.00	£0.00	£0.00	£159.00	-£159.00	£0.00
<b>Skatepark</b>						
<b>Income</b>						
900 Skatepark Donations	£0.00	£0.00	£0.00	£0.00	£0.00	
910 Precept	£3,552.00	£3,552.00	£3,552.00	£3,552.00	-£3,552.00	
<b>Total Income</b>	£3,552.00	£3,552.00	£3,552.00	£3,552.00	-£3,552.00	£0.00
<b>Expenditure</b>						
9000 Skatepark Project	£0.00	£0.00	£0.00	£0.00	£0.00	
<b>Total Expenditure</b>	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>COVID</b>						
<b>Income</b>						
1050 Covid Grant	£0.00	£0.00	£0.00	£0.00	£0.00	
<b>Total Income</b>	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Expenditure</b>						
10100 Covid Grant Monies	£0.00	£0.00	£190.00	£190.00	£0.00	
<b>Total Expenditure</b>	£0.00	£0.00	£190.00	£190.00	£0.00	£0.00