

**Notes of the Environment Committee Working Party Meeting
held on Monday 6 December 2021 at 7.00pm
Via Zoom**

Present: Cllr R Frost, Cllr C Shepherd, Cllr A Bubb, Cllr A Watkins, Cllr R Anderson & Cllr B Anderson.

In Attendance The Clerk

EN24 Apologies

None Received at the meeting though apologies were received from Cllr Stokes but not picked up until after the meeting.

EN25 Declarations of Interest

None received.

EN26 Notes of the Environment Working Party Meeting held on the 9 November 2021. It was resolved that the notes to be signed by the Chair as a true and accurate record.

EN27 Matters Arising

Cllr Shepherd asked to take the action points from Octobers Minutes first. **This was agreed.**

Action List 11 October 2021

Cllr Shepherd

- Organise painting War Memorial Railings. *Cllr Shepherd advised that this would have to wait until better weather now.*

Cllr Frost

- To check re purchase of more logs for The Warren. *Cllr Frost advised that it was not possible for the donor to consider at the moment as too busy.*
- Check re Self Closures for the Recreation Ground Gates. *Agreed The Clerk to obtain quotes.*
- Check War Memorial Bench for Repair and get details to the Clerk. *Agreed this does not need any futher involvement.*

Cllr R Anderson

- Write piece on Recreation Ground Five-Year Plan and get to the Clerk. *Cllr Anderson agreed to write a report for the next meeting.*

Clerk

- Chase NCC Estates regarding the land by Semba. *The Clerk advised that at one meeting it was to tidy the area or hand over to the Parish Council. Two meetings later it was just the footpath that needed maintenance. It was the footpath that needs attention and agreed for the Clerk to ask the Footpath Officer when last maintained and could it be added to the list of footpaths to be cleared.*
- Obtain quotes from Window Cleaners re bus shelters *The Clerk advised that she had only received one back. Agreed for Cllr Bubb and Cllr Frost to get details of other contractors to her.*
- Set Up Budget Meeting. *Completed*
- Get Mr English to sand down and repaint bench outside Dersingham Centre *The Clerk advised that it had been looked at this weekend*
- Find out manufacturer of plastic benches in Keswick. *The Clerk had sent round the details.*
- Speak with NCC Highways re pavement in Centre Vale *Completed*
- Send letter re vegetation of neighboring property on Glebe Road. *Completed*

- Speak with NCC Highways re pavement in Glebe Road re vegetation growth *Completed*
- Put grit bin in Park Hill on Full Council Agenda and put the two grit bins on Asset List. *Completed The Clerk advised that the new one would be delivered to the office tomorrow.*
- Ask Contractor to undertake Warren tree side cut before tree plant *Completed at a Cost of £1800.*
- Put Facebook piece from Cllr R Anderson on to the Facebook Page. *Completed*
- Put Recreation Platinum Jubilee Event on Full Council Agenda. *Completed*
- Obtains quote to remove old Christmas Lights from Christmas Light Provider and if within budget place order. *Completed*
- Chase up start date re Christmas Lights *Completed*
- Organise site visit re Trod *Completed*
- Organise meeting re Bank Road *The Clerk advised that a date and time to give to residents was needed. 2nd Saturday in January at 10:00am.*
- Purchase usual black bags and detergent for spraying for Mr English *Completed*
- Organise Broadland Close meeting. *Completed*
- Chase one quote for Streetlight survey *The Clerk report that this had been received. It was agreed for the order to be placed on the Full Council agenda for ratification.*
- Send round Dog Control Order. *Completed*
- Speak with NCC Highway Engineer re Wildlife Signs *Completed*

Action list from 9 November 2021

Cllr Shepherd

- Organise painting War Memorial Railings *See above*
- Write piece on Tree planting for Facebook and get to the Clerk. *Completed*
- Check with Cllr Dark re dyke *Completed*

Cllr R Anderson

- Write piece on Christmas Light for Facebook and get to the Clerk. *Completed*

Clerk

- Chase NCC Estates regarding the land by Semba. *See above*
- Obtain quotes from Window Cleaners re bus shelters *See above*
Get Mr English to repair the roof of the bus shelter outside The Feathers *The Clerk advised that it had been looked at this weekend*
- Sponsored Dog Bins check and replace any worn out stickers. *The Clerk advised that this still needed to be completed she was just waiting stickers or art work from one sponsor.*
- Put Facebook piece from Cllr R Anderson on to the Facebook Page. *Completed*
- Put Facebook piece from Cllr C Shepherd on to the Facebook Page. *Completed*
- Chase company re quote for Streetlight Column survey *See above*
- Place order re Broadland Close tidy up. *Completed*
- Check out Recreation Ground Electricity *On-going*
- Organise Trod Meeting for the 29th. *Completed*

EN28 Current Financial Position

The Clerk advised that she had sent round the paperwork prior to the meeting.

The following changes were made to next years budget.

4035 was increased from £3500 to £5000. The Clerk had been advised that energy contracts can be agreed within two years of the contract ending and had ask the

Contractor of the Streetlight Energy if they were prepared to negotiate but had not received a reply yet.

5000 was increased to £60.

5020 was increased to £250

New code 5065 to be made up as Recreation Ground 5- year Plan and a budget of £3000 to be set.

Cllr Shepherd advised that she felt £182.83 for the new litter bin should have been taken from the Skatepark reserves. Agreed the Clerk to amend.

Cllr Shepherd talked about the CIL Grant and replacing the streetlights. Cllr B Anderson advised that there are five columns in the same area and two of them the concrete has cracked. It was agreed for the Clerk to obtain a quote from the maintenance contractor to replace all five columns. Cllr Shepherd to get the column numbers to the Clerk.

EN29 Areas of Responsibility

a. Bus shelters/Stops. See action points

b. Streetlights. The Clerk advised that the new columns were in place at Clayton Close

g. Dog Bins & Sponsorship.

Cllr Shepherd advised about payment. The Clerk advised that one sponsor was still to pay and she had chased today.

i. Tree Warden. Cllr B Anderson advised that there was a tree that had fell down on Hipkin Road near Wicklewood Way. Agreed for the Clerk to report to the Borough Council. Cllr Bubb advised that the TPO had been confirmed on the Mulberry tree today.

EN30 The Warren

Cllr Shepherd advised that the trees had arrived and were safe and being watered by the rain currently. Cllr Bubb suggested New Years Day. It was agreed for Cllr Shepherd to undertake a new facebook post advising of planting on the 1st and 3rd of January 2022. Agreed to get to the Clerk for posting on the facebook pages.

EN31 Recreation area

a) Review of Cleaning. It was agreed to continue.

b) Five Year Plan. Cllr R Anderson advised that he had been undertaking some research regarding the different ideas that came from the Facebook posts. Cllr R Anderson advised that he would put them all in a report for the next Environment Meeting in January.

c) Christmas Lights Cllr R Anderson advised that he had the column key and the instructions for the timer. He advised that he would copy the instructions for the timer and put a copy in the column, one in the office and one he would keep. The key to be placed in the office after Cllr R Anderson has turned off the lights on the 6 January. A decision to be made at the January meeting regarding removing and storing the lights. Cllr Bubb said that they were good and had heard good comments but it is a shame there is a gap with the missing tree. It was agreed for Cllr Shepherd to find the list of trees resistant to Honey Fungus for the next meeting.

EN32 War Memorial & War Memorial Gardens

The area is looking good and the contractor has purchased a missing plant from the planting scheme.

EN33 Skatepark.

a) Bank Road Parking/Signage. Please see action points above.

b) Reserves. Cllr Shepherd went through the skatepark reserves. The cost of any signage for Bank Road will need to come out of this reserve. It was agreed for Cllr Shepherd to go back to Canvas regarding the need for more top soil as it has settled and shrunk.

EN34 Climate Change

Cllr B Anderson advised that the group had not met but he was of the opinion that currently there was nothing feasible that could be achieved under the current circumstances. Cllr B Anderson welcomed ideas from the meeting and if anyone has any suggestions please send to him then a meeting can be set up.

EN35 Parish Partnership – Trod – location change.

Cllr Shepherd advised the the Parish Council, NCC Highways and Dersingham United Charities representatives had met on site on the 10:00am on the 29 November and decided that now the verge had been cut back and NCC Highways had agreed to undertake on a yearly basis the trod was no longer required.

EN36 Rangers

Cllr Bubb to check if Sandringham Road and Doddshill Road has been achieved if not the Clerk to report again.

EN37 The Queen's Green Canopy

Cllr Shepherd advised that it needs to be a substantial tree and the question was it needs to be placed on its own but where. The idea of by the Village Sign was suggested and a Green Beech, Hornbeam or Oak tree. Item to stay on the agenda and members to come back with ideas of what tree and where. Clerk to find out what was available.

EN38 Correspondence –

a) Email from Parishioner. Cllr Shepherd advised that she had received an email from a Parishioner regarding the a) state of the Sub Station on Earl Close, b) Could the bench in Earl Close have a plaque put on with the names of residents that use it. c) Providing Bus shelters on Mountbatten Estate and d) the Willow Tree on the amenity land behind Burma Close. It was agreed for the Clerk to enquire regarding painting of the Sub Station. b) It was agreed that if someone wishes to donate a bench in memory of a lost loved one then the Council would consider a plaque. c) The Clerk advised that this had been addressed with NCC Highways and there was insufficient space to place shelters. d) Cllr Shepherd to go and look at the Willow Tree. When all the information is obtained Cllr Shepherd will write back and advise.

EN39 Items for inclusion at next Meeting

All items mentioned within the minutes.

EN40 Items for Facebook

Cllr C Shepherd re Trees

EN41 Date, time, and venue of next meeting

Tuesday 11 January 2022 at 7.00pm venue/zoom to be decided.

With no further business the meeting was closed at 20:32pm.

ACTION LIST

Cllr Shepherd

- Organise painting War Memorial Railings
- Write piece on Tree planting for Facebook and get to the Clerk.
- Check out Willow Tree
- Write back to the Parishioner with answers to his four questions
- Get Concrete Streetlight Column numbers to the Clerk
- Obtain list of Honey Fugus resistant trees for next meeting
- Go back to Canvas re Top Soil.

Cllr R Anderson

- Report on Five Year Plan for next meeting.

Cllr Bubb

- Check Ranger Work? On Sandringham/Doddshill Road and report.

Clerk

- Chase NCC Footpaths Officer regarding the footpath by Semba.
- Obtain quotes from Window Cleaners re bus shelters
- Obtain quotes for self closuers on the Recreation Ground.
- Sponsored Dog Bins check and replace any worn out stickers.
- Put tree planting piece from Cllr C Shepherd on to the Facebook Page.
- Amend Budgets/Transfer Litter bin monies
- Organise Bank Road meeting.
- Obtain quote to replace the five concrete columns
- Report tree down on Hipkin Road near Wicklewood
- Check out what substantial trees are available.
- Check re painting of Sub Station Earls Close