

**Minutes of the Environment Committee Meeting
held on Monday 7 March at 7.00pm
at Dersingham Village Centre.**

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

In Attendance The Clerk

Cllr Bubb took the Chair in Cllr Frost's absence.

616 Apologies

It was resolved to accept apologies from Cllr R Frost

617 Declarations of Interest

None received.

618 To approve the minutes of the Environment Committee Meeting held on the 14 September 2021. Cllr Shepherd advised that the minutes had been agreed at the meeting on the 11 October 2021.

619 To approve the minutes of the Environment Committee Meeting held on the 21 October 2021. It was resolved for the minutes to be signed by the Chair as a true and accurate record.

620 To approve the notes of the Environment Meeting held on the 7 February 2022. It was resolved for the notes to be signed by the Chair as a true and accurate record.

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

The Clerk had previously sent round all the financial paperwork. Cllr Shepherd advised that the Clerk had taken the cost of the Tree for the Jubilee out of the Communications Budget for the Jubilee and this committee cannot spend the budget of the another committee. Cllr Shepherd advised that the Green Canopy was the responsibility of the Environment Committee.

Cllr Shepherd advised that there are some overspends within the budget and should we vire moneys from one budget line to the other. The Clerk advised that it would just be a paper exercise as the overall budget was still very much in credit then it would not affect the overall accounts in anyway. The Clerk said that it would be more important to vire monies to next years budget if an invoice/order had been promised in this year but not arrived.

The Clerk advised regarding the energy supplier for the Streetlights. She had been trying to obtain a contract for around six months, with very little response but had just received holding information. The Clerk had finally been able to speak with sales regarding a quote for when the contract expires on the 24 April. The Clerk was advised that no contracts are being taken on now across the sector and had been given some viable rates that the Council would be put on when the contract expired. The Clerk had worked out the monthly cost on the new rates. Jan/Feb bill was £286.66 at the new rate it would be £895.92. The Clerk advised that the salesperson had advised that he was keeping a list and if he could offer me a better rate, he would give me a call, but it would be an on-the-spot decision that the Clerk advised she would be unable to make. Cllr Shepherd advised that the situation could be different in a months' time and a decision could be

made at the April meeting regarding the possible turning off of the lights at 12pm so not leaving on all night, turning every other streetlight off etc. **It was resolved for the Clerk to check out prices from other suppliers. If the current contractor rang with a better deal that was within the budget £6,000 to accept.**

622 Areas of Responsibility

- b. Streetlights.** Cllr Shepherd advised that recent paperwork from the solicitor was regarding the street in Clayton Close not West Hall Road so perhaps another phone call was in order. **It was resolved for the Clerk to contract the insurance company.**
- c. Grasscutting.** This would be started soon, dependant on the weather.
- h. Footpath/Walkways.** The Clerk advised that she had received an email from a parishioner concerned regarding the hedges over the footpaths in the village but especially Mountbatten/Station Road junction. **It was resolved for the Clerk to give the Parishioner the link to the NCC reporting website page.**
- I Tree Warden.** Cllr Anderson advised that he had nothing to report currently. Cllr Shepherd said that she was concerned regarding planting the new trees as planting season was nearly over. **It was resolved for the Clerk to chase delivery of the trees.** The Clerk advised about the stump grind. She had passed round two quotes and advised that Cllr Frost had passed on the contact details this morning regarding the third and she had received a verbal quote this evening. With the news that was received **It was resolved for the new growth to be cut twice a year and the stump to be left in place.** The Clerk had sent round two quotes to remove the Cypress tree at the back of the Coach and Horses. **It was resolved for the Clerk to obtain the third quote and the item to go on the next Full Council agenda.**
- J General Village Environment.** Cllr Bubb reported that the work at Doddshill had been achieved and to a good standard. Cllr Bubb reported that £500 of his Councillor Community Fund was to be given to Dersingham United Charities to replace all the rotten bridges on the common. The Clerk advised that she had sent round a quote to remove the electrics regarding the old Christmas Lights. **It was resolved for the Clerk to place the order for these to be removed.**

623 The Warren

The Clerk advised that a parishioner was concerned regarding the canes and the Oak Tree that were newly placed. Cllr Shepherd assured the committee that the canes were hammered in, and the Oak Tree is fine.

Cllr Bubb reported that he would speak with the donor regarding the two tree benches later this week.

624 Recreation area

- a) Review of Cleaning.** **It was resolved for the Cleaning to continue.**
- b) Five Year Plan.** This had been approved at Full Council. **It was resolved for the Clerk to go out for quotations regarding the basketball pitch option 2 with a deadline for return of the 26 April.**
- c) Closers.** Cllr Bubb asked if it would be possible to place an order to get pull over locks like on a five-bar gate on the two double gates on the recreation ground one at Station Road and the one between the playground and the field. **It was resolved for the Clerk to place the order for these two locks.**

625 War Memorial & War Memorial Gardens

Cllr Bubb advised that the area was looking good. Cllr Bubb said hopefully there would be some nice weather soon so that the railings can be painted. **It was resolved for railings to be placed on the next agenda.**

626 Skatepark

Cllr Bubb asked how Cllr Shepherd was getting on regarding the remedial repairs. Cllr Shepherd advised that she was still waiting to hear back from the contractor.

627. Climate Change

Had not met. Nothing to report. Cllr Bubb reported that the Borough Council were working on the town energy reduction, and he would advise of any actions/projects. Cllr Shepherd advised that Cllr Bubb should join the Climate Change Working Party.

628 Rangers

Cllr Bubb also advised that the pavement on Sandringham Road from the top of the hill down had been achieved until you get opposite the Petals Tea Room which still needs attention. **It was resolved for the Clerk to put on the Rangers List.**

629 The Queen's Green Canopy

It was resolved for the Clerk to chase delivery.

630 Hedgehog Care/Signage

The Clerk advised that she had been informed that the signs were on order.

631 Streetlight Survey - Report

The Clerk advised that she had not been received as promised by the end of the month. **It was resolved for the Clerk to chase.**

632 Pill Box.

Cllr Bubb advised that the hedge around had been cut recently and looked a lot better. Cllr Shepherd was concerned about the actual box itself and was it in need of repair. **It was resolved for Cllr Shepherd to check on the condition and report back at the next meeting.**

633 Correspondence –

a) **Letter regarding Sports Provision in the parish.** Cllr Shepherd felt that the village was well provided. **It was resolved for the Clerk to pass on to the Sports Ground Committee.**

b) **Email from Keep Britain Tidy.** **It was resolved for the Clerk to check if the litter picking equipment was available for the weekend of the 28/29 of May.**

634 Items for inclusion at next Meeting

To approve the minutes of the Environment Committee Meeting held on the 11 October 2021.

635 Items for Facebook

It was resolved for the Clerk to place the five year plan on the website and facebook page and also the village facebook page.

636 Date, time, and venue of next meeting

Monday 4 April 2022 at 7.00pm at the Loft, Dersingham Centre.

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

ACTION LIST

Cllr Shepherd

- Organise painting War Memorial Railings
- Go back to Canvas re Topsoil and cracks.
- Look at Pill Box.

Clerk

- Check Streetlight Energy Prices Suppliers.
- Signpost Parishioner re Hedge to NCC Reporting Website
- Chase delivery of new trees
- Obtain third quote re Cypress Tree.
- Place order re removal of electrics re Christmas Lights
- Obtain quotes re Basketball Court
- Add locks to double gates to the self-closure order.
- Add painting War Memorial Railings to the next agenda.
- Add bottom of Sandringham Hill Pavement to the Rangers list.
- Chase Streetlight Survey
- Pass Sports email to Sport Ground Committee.
- Organise equipment for litter pick
- Place five-year plan re Recreation Ground on the Website and Facebook Pages.
- Contact the Solicitor regarding the streetlight bill.

Financial Budget Comparison

Comparison between 01/04/21 and 28/02/22 inclusive.

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

	2021/22	Revised	Reserve Movement	Actual Net	Balance	2022/23	
Environment							
Income							
400	Dog Bin Sponsorship	£600.00	£600.00	£0.00	£700.00	£100.00	£750.00
405	NCC Partnership Scheme	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
410	Misc	£0.00	£0.00	£0.00	£125.00	£125.00	£0.00
415	Precept	£22,435.00	£22,435.00	£0.00	£22,435.00	£0.00	£25,510.00
420	Bus Stop Donation	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Total Income		£23,035.00	£23,035.00	£0.00	£23,260.00	£225.00	£26,260.00
Expenditure							
4000	Cleaning Contract	£3,000.00	£3,000.00	£5.39	£2,990.37	£15.02	£3,250.00
4005	Dog Bins	£300.00	£300.00	£0.00	£0.00	£300.00	£300.00
4010	Dog Bin Advertising	£60.00	£60.00	£0.00	£0.00	£60.00	£60.00
4015	Dog Bin Emptying	£3,000.00	£3,000.00	£0.00	£0.00	£3,000.00	£3,000.00
4020	Grasscutting/Verge	£3,300.00	£3,300.00	£0.00	£3,375.00	£75.00	£3,500.00
4025	Floral Enhancements	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4030	Taskforce	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4035	Street Lighting Energy	£3,000.00	£3,000.00	£0.00	£2,302.39	£697.61	£5,000.00
4040	Streetlight Maintenance	£1,250.00	£1,250.00	£0.00	£1,378.93	£128.93	£1,500.00
4045	Streetlight Repair/Survey/New	£2,000.00	£2,000.00	£0.00	£2,203.59	£203.59	£4,000.00
4050	Seats/Benches	£100.00	£100.00	£0.00	£0.00	£100.00	£100.00
4055	Village Sign	£0.00	£0.00	£0.00	£185.00	£185.00	£200.00
4060	Bus Shelters	£250.00	£250.00	£0.00	£90.00	£160.00	£250.00
4065	Footpaths/PROW	£100.00	£100.00	£0.00	£0.00	£100.00	£100.00
4070	Trees	£2,000.00	£2,000.00	£0.00	£300.00	£1,700.00	£2,000.00
4075	Litterbins	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4080	General Maintenance	£1,500.00	£1,500.00	£0.00	£505.87	£994.13	£1,500.00
4085	Parish Partnership Scheme	£1,825.00	£1,825.00	£0.00	£0.00	£1,825.00	£0.00
4090	War Memorial Gardens Planting	£100.00	£100.00	£0.00	£14.99	£85.01	£250.00

Financial Budget Comparison

Comparison between 01/04/21 and 28/02/22 inclusive.

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

		2021/22	Revised	Reserve Movement	Actual Net	Balance	2022/23
4095	War Memorial Maintenance	£1,250.00	£1,250.00	£0.00	£773.70	£476.30	£1,250.00
4100	War Memorial	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4105	Bus Stop	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure		£23,035.00	£23,035.00	£5.39	£14,119.84	£8,920.55	£26,260.00
Recreation							
Income							
500	Grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
515	Income from Events	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
520	Fundraising	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
525	Recreation Events	£0.00	£0.00	£0.00	£24.66	£24.66	£0.00
540	Precept	£5,100.00	£5,100.00	£0.00	£5,100.00	£0.00	£8,160.00
Total Income		£5,100.00	£5,100.00	£0.00	£5,124.66	£24.66	£8,160.00
Expenditure							
5000	Recreation Water	£50.00	£50.00	£0.00	£47.71	£2.29	£60.00
5005	Recreation Ground Electricity	£100.00	£100.00	£0.00	£23.49	£76.51	£100.00
5010	Playground Equipment - New	£0.00	£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	£2,500.00
5020	Playground Inspection	£200.00	£200.00	£0.00	£110.50	£89.50	£250.00
5025	Recreation Ground	£1,000.00	£1,000.00	£0.00	£256.75	£743.25	£1,000.00
5030	Recreation Ground	£1,000.00	£1,000.00	£0.00	£952.00	£48.00	£1,000.00
5045	Recreation Events	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
5050	Children's Activities	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
5055	Christmas Activities	£250.00	£250.00	£0.00	£0.00	£250.00	£250.00
5060	Funday	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
5065	Recreation Ground Five Year Plan	£0.00	£0.00	£0.00	£0.00	£0.00	£3,000.00
Total Expenditure		£5,100.00	£5,100.00	£0.00	£1,390.45	£3,709.55	£8,160.00

Financial Budget Comparison

Comparison between 01/04/21 and 28/02/22 inclusive.

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

	2021/22	Revised	Reserve Movement	Actual Net	Balance	2022/23
The Warren						
Expenditure						
8000 Warren Expenditure	£0.00	£0.00	£2,630.00	£2,630.00	£0.00	£0.00
Total Expenditure	£0.00	£0.00	£2,630.00	£2,630.00	£0.00	£0.00
Skatepark						
Income						
900 Skatepark Donations	£0.00	£0.00	£72,815.11	£72,815.11	£0.00	£0.00
910 Precept	£3,552.00	£3,552.00	£0.00	£3,552.00	£0.00	£0.00
Total Income	£3,552.00	£3,552.00	£72,815.11	£76,367.11	£0.00	£0.00
Expenditure						
9000 Skatepark Project	£0.00	£0.00	£93,812.17	£93,995.00	-£182.83	£0.00
Total Expenditure	£0.00	£0.00	£93,812.17	£93,995.00	-£182.83	£0.00
Project Reserves						
Income						
950 Project Reserves	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Total Income	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Expenditure						
9500 Project Reserves	£0.00	£0.00	£3,250.00	£3,250.00	£0.00	£0.00
Total Expenditure	£0.00	£0.00	£3,250.00	£3,250.00	£0.00	£0.00
COVID						
Income						
1050 Covid Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Total Income	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Expenditure						
10100 Covid Grant Monies	£0.00	£0.00	£973.83	£1,049.22	-£75.39	£0.00
Total Expenditure	£0.00	£0.00	£973.83	£1,049.22	-£75.39	£0.00