

**Minutes of the Environment Committee meeting held on 04<sup>th</sup> April 2022 at 7.00pm, the Loft, Dersingham Village Centre**

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

**In Attendance** Mrs G Scanlon Communications Officer & Minute Taker

**637 Apologies**

It was resolved to accept apologies from Councillor R Frost and Councillor A Watkins.

**638 Declarations of Interest**

None received.

**639 To approve the minutes of the Environment Committee meeting held 11<sup>th</sup> October 2021.**

Councillor Bubb proposed the item be deferred as the minutes had not been circulated prior to the meeting. **It was resolved to approve the proposal.**

**640 To approve the minutes of the Environment Committee meeting held 7<sup>th</sup> March 2022.**

**It was resolved for the minutes to be signed by the Chairman as a true and accurate record.**

**641 Current Financial position.**

Councillor C Shepherd advised the financial budget comparison had not been circulated prior to the meeting.

**642 Reserves.**

Councillor C Shepherd advised Reserves documentation had not been circulated prior to the meeting.

**643 Areas of responsibility.**

**b Streetlights.**

Councillor C Shepherd stated the Streetlight Maintenance contract was due to expire 30th June 2022 and asked the Committee if they wished for the Clerk to obtain 3 quotes regarding the contract or if they should continue with the current contractor. **It was approved to award a new street light maintenance contract to K&M Lighting.**

Councillor C Shepherd advised an email had been received from K&M lighting Services advising the Parish Council to disregard the quotes received from UK Power network regarding the replacement of the approved 5 lamp columns. No further action will be taken regarding the replacement until the new quote has been received.

Councillor Bubb asked if the dangerous column highlighted on the streetlamp survey had been removed. Councillor C Shepherd confirmed it had.

**c Grasscutting.**

Councillor Bubb advised the grass on the recreation ground had recently been cut.

**e Litter bins.**

Councillor Bubb asked if the bins owned by the Borough Council could have the outsides cleaned by Mr English. Councillor C Shepherd thought they were the Borough Councils responsibility. After discussion it was agreed for Councillor Bubb to check the state of the bins. Councillor C Shepherd confirmed she would be collecting the equipment needed for the litter pick on the 27<sup>th</sup> May and would ask at Full Council for Volunteers to take part.

**f Seats & Benches.**

Councillor C Shepherd advised she had received a request from a Parishioner for a new bench at the Lynn Road end of Manor Road. Councillor Anderson stated the same request had previously been refused as local occupants were against the idea. **The**

**request was declined. It was resolved for the Clerk to notify the Parishioner of the outcome of their request.**

**g Dog Bins & Sponsorship.**

Councillor C Shepherd advised the annual fee for the emptying of the dog bins has now been paid.

**i Tree Warden.**

Councillor B Anderson advised that; due to ill health he has been unable to regularly check trees so therefore there was nothing to report. Councillor Bubb asked if a deputy tree warden should be appointed. **It was resolved to ask Full Council for a volunteer to act as Deputy Tree Warden.**

**644 The Warren.**

Councillor C Shepherd advised the Clerk had circulated an email received from a Parishioner regarding some missing protective tubes from the trees recently planted on the Warren. The Parishioner had volunteered to replace the missing tubes if the Parish Council supplied him with some. Councillor C Shepherd advised there were spare covers in the storeroom and would deliver them to the Parishioner. **It was resolved for the Clerk to contact the Parishioner to advise Councillor C Shepherd would deliver spare covers to him.**

**645 Recreation area.**

**a Review of cleaning.**

Councillor C Shepherd proposed the cleaning of the playground continues as Covid levels are increasing. **It was resolved to agree the proposal.**

**b Five Year Plan.**

Councillor C Shepherd advised only one quote has been received regarding the basketball pitch. Councillor R Anderson stated another quote is due and suggested waiting to receive three quotes before discussing options available. Councillor C Shepherd proposed the item be discussed at the next Environment meeting. **It was resolved for the Clerk to circulate any quotes received to Committee.**

**646 War Memorial & War Memorial Gardens.**

**a Painting the railings.**

Councillor C Shepherd advised there was no update regarding the railings however would arrange a date once the weather improves.

**647 Skatepark.**

Councillor C Shepherd advised the Clerk had circulated an email from a parishioner regarding the ongoing parking issues in Bank Road, these are with children being dropped off to catch school buses and people using the playground and Skatepark. Although residents had installed signs, they are not enforceable due to it being a private road. Councillor Bubb suggested the Parish Council purchase signs that can be displayed on the playground/ recreation ground encouraging people to park in Station Road not Bank Road. After discussion it was agreed to have two signs, one in the playground and the other near the Skatepark. Councillor Bubb agreed to circulate to the Committee suitable wording for agreement. Once agreed the Clerk is to contact the Parishioner to advise of the proposed action. If all parties concerned are satisfied with the proposal the Clerk will obtain quotes for 2 A2 signs.

**648 Climate Control.**

**a Report from Climate Change Working Party.**

Councillor B Anderson advised there had been no meeting, therefore he had nothing to report.

**649 Rangers.**

No items were to be reported to the Rangers.

**650 Streetlight Energy Contract.**

This item was dealt with under minute 643b.

**651 Streetlight Survey – Report.**

Councillor C Shepherd advised the report regarding the streetlight survey had been circulated and said there were a high number of faults found within the survey. Councillor B Anderson thanked Councillor M Shepherd for the summary/report he had circulated in relation to the survey. Councillors discussed at length the survey details and the report circulated by Councillor M Shepherd. **It was resolved for the Clerk to contact Couzens to ask the questions listed in the comments report, also to ask if those columns listed with faults could be prioritised with more detail, i.e., those that need immediate attention and to obtain quotes from K&M and UKPN to remove and replace columns 9018, 9019, 9020, and 9021.**

**652 Pill Box.**

Councillor C Shepherd advised she had looked at the Pill Box and had found it difficult to ascertain the state of the box due to it being covered in overgrowth and suggested, for the time being, no further action be taken.

**653 Correspondence.**

Councillor C Shepherd advised the Clerk had circulated the information regarding the toilet hire for the event due to be held on the recreation ground for the Queens Platinum Jubilee celebrations.

Councillor Bubb advised Councillor Collingham had been approached by a Parishioner regarding an overgrown footpath on Viceroy Close. Councillor Collingham had received confirmation the footpath was Highway's responsibility and as a gesture of good will clear the pathway.

**654 Items for inclusion at the next meeting.**

Streetlight Survey

Items to be removed from the next agenda:

Streetlight Energy contract

Pill Box

Skatepark

Minutes of 11<sup>th</sup> October 2021 for approval.

**655 Any items for Facebook.**

Councillor Bubb asked if the parking issue along Bank Road be placed on Facebook. Councillor R Anderson suggested waiting until the Parish Council have approved the proposed signs for the playground and skatepark area.

**656 Date of next meeting.**

Tuesday 3<sup>rd</sup> May 2022, The Loft, Dersingham Village Centre.

**ACTION LIST**

**Cllr Shepherd.**

- Organise painting of War memorial Railings.
- Go to Canvas re Topsoil and Cracks.
- Ask Councillors at Full Council to volunteer for the litter pick.

**Clerk**

- Obtain third quote re Cypress Tree.

- Obtain quotes re Basketball hoops.
- Contact the Solicitor regarding the streetlight invoice.
- To add minutes of 11<sup>th</sup> October 2021 to next Environment Agenda for approval.
- Obtain streetlight maintenance quote from K&M for circulation prior to the next Environment Committee meeting
- To chase replacement quote from UKPN regarding the replacement of 5 concrete columns.
- Contact Couzens regarding the Streetlight survey as per minute 651.
- Email Parishioner to notify of the outcome to her regarding her request for a bench at Lynn Road end of Manor Road.
- Circulate any additional quotes received re basketball hoops prior to the next Environment Committee meeting.

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