

## **Minutes of the Environment Committee meeting held on 3<sup>rd</sup> October 2022 at 7.00pm, Dersingham Village Centre**

**Present:** Cllr C Shepherd, Cllr R Anderson, Cllr Stokes and Cllr B Anderson

**In Attendance** Karen Orgill – Business Manager, Minute Taker and Mrs G Scanlon – Asst Business Manager

### **715 Apologies**

Cllr R Frost and Cllr T Bubb

In the absence of Cllr Frost (Chair) and Cllr Bubb (Vice Chair), Cllr Shepherd chaired the meeting.

### **716 Declarations of Interest**

None received.

### **717 Open forum for public participation – no public present**

### **718 Minutes of the Environment meeting held on 5<sup>th</sup> September 2022**

It was resolved for the minutes to be approved and signed by the Chair as a correct record noting that item 713 should read: Cllr R Anderson to be point of contact instead of Cllr B Anderson.

All action points were discussed and those completed removed.

- To enquire if the young offender's scheme is still active to a) paint the bus shelters, if not then to obtain quotes for the necessary work and b) paint the War Memorial railings. – Mrs. Scanlon confirmed that there had still been no response from the Community Payback team, and it was agreed that quotations would be sought but the work would be carried out in Spring 2023.
- It was agreed that the old basketball ball 'backboards' now surplus to requirements, would be put up for sale and any income generated would be placed in the Playing Field budget.

### **719 Report on current financial position and reserves**

Cllr C Shepherd reminded the committee members that the 2023/2024 budget setting process will be undertaken shortly at a separate meeting on Monday 21<sup>st</sup> November. Three quotations would be sought for a new grass cutting contract and an inspection of the dog bins would be undertaken. It was also reported that Dersingham Parish Council's Recreation Ground E-On Electricity charges were classified as 'Residential'.

**720** Cllr Shepherd informed the meeting that there was still money left in the Covid grant and a decision will be made at Full Council on Monday 24<sup>th</sup> October as to where the money should be allocated.

### **721 Areas of responsibility**

- (a) Bus shelters/stops** - The Business Manager was asked to obtain quotations for the repainting of the bus shelters on Manor Road and Chapel Road for the work to commence in Spring 2023.
- (b) Streetlights** - Cllr C Shepherd requested a separate agenda item be placed on the next Environment Committee agenda.
- (c) Grass cutting, update on grass cutting around the village sign**  
This item is covered under minute number 700 of September's meeting.
- (d) Cleaning** – no discussion
- (e) Litter bins – Proposed new bin on Manor Road** – Cllr C Shepherd asked the Business Manager to contact Cllr T Bubb to confirm the process for a BKLWN litter bin to be sited on Manor Road.
- (f) Seats & Benches - no discussion**

- (g) **Dog Bins and Sponsorship** – The Business Manager was instructed to contact Mill House Vets, Coastal Vets and R and B Turf and Groundcare to see if they wish to continue their sponsorship and advise them regarding the increase in sponsorship and arrange for new stickers to be produced and installed on each dog bin.
- (h) **Footpaths/walkways** – A parishioner had requested the footpath on Mountbatten Road/Co-op be checked for overgrown herbage and Cllr Shepherd informed the meeting that the path had been inspected and was passable. The parishioner had been advised to contact the Borough Council as it is their responsibility.
- (i) **Tree Warden** – Plaque for Platinum Jubilee Tree – It was agreed to defer this item until 2023. A decision was made to purchase an Oak Tree and the Business Manager was requested to obtain quotations. The Business Manager was also asked to chase the contractor (previously agreed) for a date to remove the Birch Tree.
- (j) **General village environment** – Correspondence from parishioners had been received regarding the broken bridge over the land drain to the Recreation Ground and Cllr C Shepherd circulated a photo and map of the area. Cllr C Shepherd informed the meeting that this bridge is not the parish council's responsibility, and she will write to the landowner to arrange a meeting to discuss access to the recreation ground but highlighted the importance of keeping the land drain clear to avoid flooding.

**722 The Warren** – The saplings have been inspected and it was agreed to review in Spring 2023.

### **723 Recreation area**

- (a) **Review of Cleaning** – It had been agreed at September's meeting the cleaning was no longer required. Full Council to decide on the future of the Covid Reserve.
- (b) **Five-year Plan** – It was resolved to place the order for a new Basketball Post with Steel Back Board from Online Playgrounds.
- (c) **Grants for Basketball Hoops** - The Business Manager was requested to apply for grants to cover the costs of one or two basketball hoops with the requirement they are in position before April 2023.
- (d) **Update on Skate Park** – Cracks have appeared in the new surface of the skate park and Cllr Shepherd had been in contact with the contractor and was awaiting a response with regard to repairs of the surface.
- (e) **Recreation Grass Cutting Contract** – The current contract expires this year and the Business Manager was instructed to obtain 3 quotations.

**724 War memorial and war memorial gardens** -  
This item is covered in Minute number 718.

**725 Climate Change** – nothing to report

**726 Rangers** – no requirements

**727 Streetlights** – Cllr Shepherd informed the meeting that 3 streetlights in Valley Rise were to be completed in the next few weeks and 2 more streetlights were to be identified to complete grant.

- 728 NCC's Parish Partnership Bid** – A discussion took place about possible schemes and Cllr Stokes suggested a pedestrian crossing near the entrance to the Co-op. The Business Manager was asked to approach the County Council to discuss scoping out the project for a pedestrian crossing.
- 729 Christmas Lights** – Cllr Shepherd informed the meeting that the brackets had been damaged and Cllr R Anderson agreed to straighten the brackets, fit new 'captive nuts' and put up the Christmas Lights.
- 730 Inventory** – The Business Manager and Cllr M Shepherd to arrange a meeting to look at the Inventory and Assets of the parish council.
- 731 Correspondence**  
a) Parishioners had contacted the office via emails and Facebook with concerns over the bridge to the Recreation Ground – previously discussed in agenda item 721 (j)  
b) A parishioner had contacted the office about speeding and Cllr S Dark informed the meeting about speeding across all villages.
- 732 Items for inclusion on the next agenda**  
None received
- 733 Items for publication on social media**  
None received
- 734 Date of next meeting**  
**Monday 7<sup>th</sup> November at 7pm in the Loft, Dersingham Village Centre**

**Meeting closed at 8.35pm**

## **ACTION LIST**

### **Cllr Shepherd**

- To write to the landowner to arrange a meeting regarding the bridge to the Recreation Ground
- To chase the contractor to repair the surface of the Skate Park

### **Business Manager**

- To obtain quotations to repaint the bus shelters and paint the War Memorial railings
- To approach Coastal Vets, Millhouse Vets and R and B to advise them about the increase in price and to see if they wish to continue with their sponsorship.
- To obtain quotations from a specialist company for repainting of the bus shelters in Manor Road and Chapel Road
- To obtain quotations for a new grass cutting contract
- To arrange an inspection of the dog bins
- To obtain quotations for new dog bin sponsorship labels and arrange for new stickers to be produced and installed on each dog bin once sponsorship has been confirmed.
- To obtain quotations to purchase an Oak Tree
- To chase the contractor (previously agreed) for a date to remove the Birch Tree.
- To apply for grants for Basketball Hoops
- To contact NCC regarding a Parish Partnership scheme for a pedestrian crossing near the entrance to the Coop.
- To arrange a meeting with Cllr M Shepherd to look at the Inventory and Assets of the parish council

**Assistant Business Manager**

- To liaise with Cllr R Anderson about placing the basketball 'backboards' for sale on Ebay

**Cllr Bubb**

- To confirm the process for a BKLWN litter bin to be sited on Manor Road