

Minutes of the Meeting of Dersingham Annual Parish Council held on 30th May 2022 at 7.00pm in the Dersingham Village Centre.

Present: Councillor C Shepherd (Chairman), Councillor M Shepherd, Councillor R Anderson, Councillor G Billard, Councillor M Noble, Councillor J Stokes, Councillor J Houston, Councillor V Brundle, Councillor Wright, Councillor A Watkins, Councillor R Frost, Councillor T Bubb and Councillor B Anderson.

Also, Present:

Mrs S Bristow (Clerk)

Geraldine Scanlon (Communications Officer-Minute taker).

1 Member of public

- 14052 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**
Councillor B Anderson nominated Councillor C Shepherd; Councillor Robert Anderson seconded the nomination. Votes were taken on nominated Councillor C Shepherd. **It was resolved that Councillor C Shepherd was duly elected as Chair.**
- 14053 To elect the Vice Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**
Councillor C Shepherd nominated Councillor B Anderson; Councillor Wright seconded the nomination. Votes were taken on nominated Councillor B Anderson. **It was resolved that Councillor B Anderson was duly elected as Vice Chair.**
- 14054 To Receive and Consider Apologies for Absence.**
It was resolved to approve apologies received from Councillor D Hipkin.
- 14055 To receive Declarations of interest and request dispensations by Councillors in any of the agenda items listed.**
None received.
- Open the meeting for Public Participation.**
There was no public participation.
- 14056 To approve and adopt the Standing Orders for Dersingham Parish Council.**
Councillor C Shepherd proposed, as Councillors had not been able to read the amendments made prior to the meeting both to the Standing Orders and Financial Regulations, the items be deferred for discussion to Finance & Administration Committee. **It was resolved to approve the proposal.**
- 14057 To approve and adopt the Financial Regulations for Dersingham Parish Council.**
Items covered under minute 14056.
- 14058 Appointment of Parish Council representative to serve on the following Committees/Organisations.**
Councillor C Shepherd reviewed the current Committee representatives. **It was resolved to approve the following Committee representatives.**

Communications Committee

Cllr Coral Shepherd (Chairman)

Cllr Robert Anderson

Cllr Tony Bubb

Cllr Martin Noble

Cllr Jordan Stokes
Mrs Geraldine Scanlon (Communications Officer)
Mr Stephen Martyn (Website)
Mrs Jo Halpin-Jones (Editor)
Mr Rob Smyth (Assistant Editor)

Environment Committee

Cllr Robert Frost (Chairman)
Cllr Brian Anderson
Cllr Robert Anderson
Cllr Tony Bubb
Cllr Coral Shepherd
Cllr Jordan Stokes
Cllr Ann Watkins

Finance and Administration Committee

Cllr Mike Shepherd (Chairman)
Cllr Brian Anderson
Cllr Robert Frost
Cllr Dane Hipkin
Cllr Coral Shepherd

Planning Committee.

Councillor R Frost requested he be removed from the Planning Committee.
Councillor C Shepherd asked if any Councillors wished to join the Planning Committee. Councillor J Houston volunteered to join the committee.

Cllr Dane Hipkin (Chairman)
Cllr George Billard
Cllr Valerie Brundle
Cllr J Houston
Cllr Martin Noble
Cllr Coral Shepherd

Staffing Committee

Cllr Coral Shepherd (Chairman)
Cllr Brian Anderson
Cllr Martin Noble
Cllr Dennis Wright

Appointment of Parish Councillors as representatives for the following: It was resolved to approve the following:

Dersingham Sports Ground Community Interest Company.

Councillor Wright requested he be removed as representative as he is a director of the company and felt there would be a conflict of interest.

Councillor R Frost requested he be removed as representative as he has never been invited to attend any meetings held.

Councillor C Shepherd would remain a representative.

Safer Neighbourhood Action Project (SNAP)

Councillor T Bubb and Councillor M Noble.

Dersingham Social Club.

Councillor D Wright.

Councillor D Wright suggested Councillor D Hipkin be asked if he wished to become a representative.

Norfolk Playing Fields Association.

Councillor D Wright.

Tree Warden

Councillor B Anderson and Councillor A Watkins.

Heacham & District Community Transport Scheme.

Councillor R Frost

United Charities Trustees.

Councillor D Wright and Councillor T Bubb.

DVCA Trustee.

Councillor C Shepherd.

Internal Audit Controller.

Councillor M Shepherd.

14059

To review the Committee terms of reference.

Councillor C Shepherd proposed each Committee reviews their terms of reference and presents any amendments to Full Council for ratification. **It was resolved to approve the proposal.**

14060

To receive attached reports from:

Councillor C Shepherd advised the following reports had been circulated and asked if Councillors had any questions.

a) Finance and Administration – Councillor M Shepherd.

Finance and Administration Committee Annual Report 2022

The expiry of the temporary Covid legislation in May last year prevented the council from holding formal committee meetings via Zoom. As a result of this and the measures DPC put in place to keep councillors and the public safe, we have only met face-to-face as a decision-making committee three times within the last year. The remainder of our scheduled monthly meetings still took place but we met as a Working Group via Zoom. In this capacity we provided advice and recommendations to Full Council on matters within our areas of responsibility. This arrangement has worked well and enabled the work of the committee to continue without interruption.

This committee advises Council on the setting of the Precept with input from other committees. This year we were unable to avoid an 8.6% increase due to anticipated inflationary pressures and the need to build in contingencies to mitigate the risk from uncertainties that face us in the coming year. We hope this will be sufficient to maintain the services we currently provide but we anticipate that the coming year will be financially challenging and will require careful monitoring and management.

The committee also oversees general administration of the council, grants, leases, licenses and policies which are not personnel related or deemed to be the responsibility of other committees.

The two DVC leases were finally completed and registered in September, three years after the building was completed. Work on the Sportsground and Social Club

leases is ongoing, and has proved particularly frustrating, with slow progress due to the pandemic and other issues outside our control.

Provision was made in the 2019/20 and 2021/22 budgets for a project to improve our internal communications by updating our IT systems. Unfortunately, this project was stalled due to the pandemic, but the provision has been carried forward again to this financial year and it is hoped to re-start this project very soon.

Mike Shepherd,
Chairman of Finance and Administration Committee
May 2022

b) Environment – Councillor R Frost
The Report for the Environment Committee 2022

A busy year for the Environment Committee after the covid restrictions. It is nice to get back to seeing the committee face to face.

The War Memorial Gardens which has been an ongoing problem. This has now been sorted.

We then had an offer from a Dersingham parishioner who said he would like to ten the gardens etc. It has been weeded, the brick weave had been cleaned. The flower beds had the spring bulbs removed and replanted and it looks very much better. The parishioner takes pride in his work. The Committee would like to thank the parishioner for all his hard work., and the progress is ongoing with more planting. When you drive or walk past it looks very well kept, and it is a nice place to go and site to remember lost ones.

Other remedial work such as the railings which need some attention, but this is for the future. The railings still need to be cleaned and repainted (maybe taken down and shot blasted, powder coated for longer life). (To be discussed by the Committee)

The Warren – A parishioner asked for some seating arrangements on the Warren. A log seat was placed, thanks to Councillor Bubb for contacting the supplying estate and for arranging for this to happen. This log was placed by the gate. It was left natural to be in keeping with the Warren. The parishioners seem to be happy with this.

The committee has ordered two more logs to be placed on the Warren, we have had a site meeting and have decided where the other two to be placed. They will be delivered, but we have no delivery date as yet. The supplier is very busy at present.

We had a site meeting about setting more trees with the Warren. Going forward we have now received 400 trees from the Woodland Trust's Free Scheme (January). A working group of parishioners and councillors planted them out on the Warren the Environment committee would like to thank them all.

The Recreation Ground five year plan for the future use of the grounds, this was decided by Dersingham Parish Council, it was put out to the parishioners and ideas were returned via Facebook, several suggestions were made. The Parish Council are to review them.

Skate Park – after a lot of hard work Dersingham has now got a lovely skate park, finished and up and running. Officially opened by the Deputy Mayor Leslie Banbridge on 7 August 2021. It is well used and liked by all who use it. A picnic bench was donated by a local timber company and placed near the skate ramps this is also well used. A litter bin has also been placed near the ramp (the only downside is that litter bins are not used as they should be)

The Parish Council had reports from parishioners about dirty seats and benches, some of the benches have now been cleaned, The Parish Council have now new cleaning contracts in place and all benches and seats, bus shelters. Dog waste bins are now cleaned on a regular basis.

Children's Play Area – The play area was closed due to Covid-19 – before reopening the area was deep cleaned and safety checked, this is now done now on a regular basis. This area is well used and nice to see families enjoying the facility.

Trees- have on going problem as they are growing all the time. we have to prune and trim from time to time.

We have planted a new tree in the recreation field to replace one that had died,

To celebrate the Queen's Platinum Jubilee a new beech tree was planted by the village sign. The new trees' have been watered regularly to give them a good start. Thanks to the councillors' who dug the holes and planted them.

Christmas lights- in 2020 the Christmas lights, was found that some lights were not working and they were replaced with domestic lights to see us through that time. The committee discussed removing all the lights from the trees as they were affecting their growth. The council now has a new lighting system which does not harm the trees at all. The lights are colored Up-lights to illuminate the trees from below, which are very effective. The Environment committee would like to thank Councillor Robert Anderson for all his help with the planning.

Robert Frost
Chair Environment Committee

c) Communication – Councillor C Shepherd

Communications Committee Annual Report 30/5/22

I would like to begin with a reminder of the work of the communications committee – village voice, the parish council website, social media and village noticeboards. Not much you may think, but these are our main ways of communicating with our parishioners, both letting them know what we are doing and for them to let us know what they think of the work that we do. We meet every other month and like everyone else have had a challenging two years.

Despite a hiccup because of covid and the stringent restrictions imposed on us all at the start of the first lockdown in March 2020 we have continued to produce Village Voice with Jo Halpin Jones as our editor. I would like to thank Jo for all her amazing work during the last two years, which she has approached in a calm, professional manner. The office staff do a sterling job of producing the magazine with Geraldine

compiling it and coordinating the distributors, and Sarah being responsible for financial dealings with the advertisers. Village Voice continues to be delivered to every residential property in the village, come rain, shine, wind or snow by a dedicated team of volunteers and I would like to take this opportunity to thank them. I know from personal experience it can be a challenge to find letter boxes and avoid losing fingers because of fierce springs and excited pets.

To keep the village up to date with our activities we maintain 4 notice boards around the village – outside Thaxters, the Coop and at the library.

Our website continues to be maintained by Stephen Martyn. It contains a wide variety of information about the parish council and the village such as contact details for parish councillors, a calendar of our meetings, agendas and minutes and our policies as well as information about village groups and societies. It is a valuable resource for councillors as well as for residents. Many thanks to Steve for all his work throughout the year.

The parish council Facebook page continues to be maintained and important messages are also put onto the village group page. It is a useful way of seeking views of parishioners together with more traditional methods of consultation.

Finally, my thanks go to all members of the committee and especially to the staff who have to implement our decisions.

d) Planning – Councillor D Hipkin.

Planning Committee Annual Report 30/05/22

The focus of the committee is to provide parish comments on planning applications submitted to the borough for proposals within the village.

The committee has transitioned from virtual meetings during covid restrictions, back to in person meetings over the last few months.

After a few years of inactivity with the planning application for the old Community Centre, a new developer has been agreed and the application passed back to the parish for comment. We supported the application to develop, as the site is becoming unsightly.

The parish council receive CIL (Community Infrastructure Levy) money from the borough for certain developments. This is currently 15% of the levy that the borough council collect. This could increase to 25% with the production of a neighbourhood plan. The committee will revisit the benefit of a neighbourhood plan in the coming year.

Dane Hipkin

e) Chairman's Report – Councillor C Shepherd

Dersingham Parish Council Chairman's Annual Report 2022

I had the honour of being elected as the Chairman of Dersingham Parish Council in May 2019, and I began with the hopes and aspirations of many a chairman before me but by early 2020 we were all facing an unprecedented challenge – Covid and all of

the restrictions that brought. Throughout the various lockdowns the Parish Council continued to function, and this year brought fresh hopes as we are now learning how to live with Covid. After a year of meetings held on Zoom the Parish Council returned to face to face meetings last May and we have now returned to almost the normality of pre-pandemic times.

The Parish Council continues to provide services to the community – grass cutting, maintaining streetlights and emptying of dog and litter bins. The War Memorial Gardens have been restored and have been returned to a garden of which we can all be proud. There have been two highlights in the last 12 months, firstly the opening of the skatepark last August, a long-held dream of the younger people in the village. The project came in on time and on budget and it is used virtually every day. Secondly just before Christmas we replaced the Christmas lights at the Recreation Ground to give a modern feel. Thank you to Councillor Robert Anderson for leading this project.

We took advantage of the Woodland Trust free tree scheme to enhance The Warren. Over the new year period we worked with a group of volunteers to plant 420 young trees. A remarkable effort as it was completed in just under 4 hours. We continue to keep The Warren as a natural area for informal use by walkers, whether with dogs or without. We also planted a beech tree to commemorate her Majesty The Queen's platinum jubilee at the entrance to the village from the south.

Looking forward to the end of this week we have the Platinum Jubilee celebration weekend. We have worked with several groups in the Village to put together a varied programme of events, details of which are in a special souvenir pull out in the latest edition of Village Voice.

We continue to publish and deliver Village Voice to all homes in the village. I would like to give my sincere thanks to our editor, Jo Jones and all those who give up their time to deliver the magazine.

Turning to the buildings owned by the Parish Council - The Village Centre, registered charity and the Social Club. They have both had a difficult time with lockdowns but are now fully re-open with business returning to normal. We continue to seek to have a proper dialogue with the Social Club Committee. We are also working towards new leases for the Sports Ground so that they can realise their dream of a modern pavilion.

Having reduced the precept for three consecutive years we have reluctantly had to put it up slightly this year to help us meet the challenges to come with rapidly rising prices. Hopefully the increase will help to ensure that we do not need to reduce our services.

I would like to take this opportunity to thank all of my fellow councillors for their help and support, both practical and moral, over the last 12 and I would like, on behalf of us all to thank you our staff who have also had a challenging 12 months.

Coral Shepherd, Chairman

14061

End of Year Accounts.

Councillor C Shepherd advised the end of year accounts had been circulated.

Councillor M Shepherd confirmed that he had carried out the Internal Audit Controllers checks, and all was in order.

The Clerk advised she had received the report from the Internal Auditor. She stated the amendments made to the current Standing Orders and Financial Regulations were made from recommendations from the internal auditor in their report. Councillor

M Shepherd advised it was a good report with only a few best practices suggested, and he proposed these be reviewed by the Finance & Administration Committee. **It was resolved to agree the proposal**

14062 To review the Council Asset Register.
Councillor C Shepherd advised the Asset Register had been circulated by the Clerk. Councillor C Shepherd asked if the new trees recently planted on the Warren had been added, after discussion, Councillors agreed the trees did not need to be added at this moment in time. However, the new trees planted on the recreation ground and by the village sign should be included on the Asset Register. **It was resolved to approve the Clerk add the new trees at the Recreation Ground and one by the village sign to the Asset Register.**

14063 Date, Time, and Place of next Annual Parish Council Meeting.
15th May 2023, 7.00pm. The Garden Room, Dersingham Village Centre.

Minutes of the Meeting of Dersingham Parish Council held 30th May 2022 at 7.30pm at Dersingham Village Centre

14064 To receive a verbal report from Norfolk County Councillor.
Councillor Dark was not present.

14065 To receive a verbal report from Borough Councillors.
Apologies had been received from Councillor J Collingham.
Councillor Bubb reported the following:
The government's Levelling Up Fund has opened for bids and a bid to develop a new Oasis centre in Hunstanton had been put forward. Public have chance to submit their comments up to and including the 12th of June 2022.
The school signs and flashing warning lights have been removed from the bottom of Doddshill Road. Councillor Dark has been contacted and he has confirmed the matter is being dealt with.
West Newton Social Club is to be reopened as a public house.
Councillor C Shepherd asked if there was an update regarding the Queen Elizabeth Hospital. Councillor Bubb stated there was no update.

14066 Accounts for payment to 30th April 2022.
Councillor C Shepherd reported the following:
There were two additional payments to be added to the payments list:
Cavell & Lind for £210.00 and Ward Hill Walker for £810.00.
The Clerk advised she had received a quote from System 3 Business Solution for the antivirus of £54.00 plus VAT and asked if Councillors wished it to be added to the payments list. **It was resolved to approve the payment be added.**
Environment Committee had agreed to continue with the replacement of the lamp columns on Glebe Road however the replacement of the concrete columns on Valley Rise had been delayed as the Clerk had been asked to contact UK Power Network regarding a possible discount on the quote received and therefore Councillor C Shepherd proposed the 4 payments for UK Power Network be removed from the payments list. **It was resolved to approve the proposal.**

Dersingham Parish Council

Expenditure transactions - payments				Start of year		
Tn no	Cheque	Gross	Vat	Net Invoice	Details	Cheque
27	B/T	£2,095.20	£349.20	£1,746.00	01/04/22 UK Power Network -	£2,095.20

28	03.05.22-173 B/T	£1,280.40	£213.40	£1,067.00	01/04/22	Disconnect and Reconnect Electricity - UK Power Network -	£1,280.40
29	03.05.22-174 B/T	£1,280.40	£213.40	£1,067.00	01/04/22	Disconnect and Reconnect Electricity - UK Power Network -	£1,280.40
30	03.05.22-175 B/T	£1,280.40	£213.40	£1,067.00	01/04/22	Disconnect and Reconnect Electricity - UK Power Network -	£1,280.40
36	03.05.22-176 D/T	£10.00	£0.00	£10.00	21/04/22	Disconnect and Reconnect Electricity - Barclays Bank - E- Payment Plan Charges	£10.00
43	10.05.22-36 SO	£126.16	£21.03	£105.13	01/05/22	K & M Lighting Services - Streetlight Maintenance	£126.16
47	20.05.22-43 B/T	£927.60	£154.60	£773.00	02/05/22	P J & B Jones Ltd - Grasscutting	£927.60
1	30.05.22-47	£142.80	£23.80	£119.00		REC Playing Ground	
2		£204.00	£34.00	£170.00		WAR Warren Cut	
3		£580.80	£96.80	£484.00		ENV General	
39	B/T	£60.00	£0.00	£60.00	04/05/22	David Doman - War memorial	£60.00
49	30.05.22-39 Debit Card	£55.14	£9.19	£45.95	04/05/22	De-Fib Warehouse - De-Fib Pads To replace out of date ones at Social Club	£55.14
37	B/T	£80.00	£0.00	£80.00	05/05/22	C & E Handyman Services - Cleaning	£80.00
40	30.05.22-37 DD	£41.40	£6.90	£34.50	06/05/22	System:3 Business Solutions - 365 Subs	£41.40
35	11.05.22-40 DD	£13.40	£2.23	£11.17	07/05/22	Utility Warehouse - Mobile Phone	£13.40
44	30.05.22-35 SO	£270.00	£0.00	£270.00	07/05/22	C & E Handyman Services - Cleaning	£270.00
38	07.05.22-44 B/T	£826.70	£0.00	£826.70	11/05/22	Norfolk Pension Fund -	£826.70
1	30.05.22-38	£155.98	£0.00	£155.98		Staff Employees	
2		£670.72	£0.00	£670.72		Staff Employers	
42	B/T	£862.91	£0.00	£862.91	11/05/22	Wages	£862.91
46	28.05.22-42 B/T	£1,438.10	£0.00	£1,438.10	11/05/22	Wages	£1,438.10
48	28.05.22-46 B/T	£3,084.00	£0.00	£3,084.00	11/05/22	Clanpress - Village Voice Printing	£3,084.00
51	30.05.22-48 D/P	£81.00	£13.50	£67.50	13/05/22	Aston Shaw - Undertaking Wages	£81.00
45	30.05.22-51 DD	£390.58	£65.10	£325.48	15/05/22	OPUSEnergy - Streetlight Energy	£390.58
34	300522-34 SO	£88.33	£0.00	£88.33	20/05/22	Jo Halpin Jones - Village Voice Honorarium	£88.33
50	20.05.22-34 D/P	£1,201.20	£0.00	£1,201.20	23/05/22	Dersingham Village Centre Association - Maintenance Between October 21 to March 22	£1,201.20
52	30.05.22-50 D/P	£90.00	£0.00	£90.00	23/05/22	Purple Angels - Band for Jubilee Tea party	£90.00
53	30.05.22-52 B/T	£210.00	£0.00	£210.00	24/05/22	Cavell & Lind - Occ Health Assessment	£210.00
41	30.05.22-53	£49.14	£8.19	£40.95	30/05/22	British Telecommunications -	
54	B/T30.05.22-54	£810.00	£135.00	£675.00	30/05/22	Ward Hill Walker - HR Advice	£810.00
55	B/T	£64.80	£10.80	£54.00	30/05/22	System:3 Business Solutions - Webroot Secure Anywhere	£64.80
	30.05.22-55						

Total £16,716.86 £1,415.94 £15,300.92

It was resolved to approve the payments.

Councillor M Shepherd requested an updated payments list from the Clerk. The Clerk advised she would circulate an updated list to all Councillors.

14067 Accounts up to 30th April 2022.

Councillor C Shepherd advised the accounts had been circulated.

Councillor M Shepherd stated the Internal Audit Controllers report had been circulated and said it included specific checks relating to the yearend process and all had been in order with no discrepancies.

14068 Minutes of the Meeting of Dersingham Parish Council held on 15th February 2022.

Councillor C Shepherd advised the minutes had been discussed and amended accordingly.

It was resolved to approve the Chairman signs the Minutes as a true and accurate record.

14069 Minutes of the Meeting of Dersingham Parish Council held on 14th March 2022.

Councillor C Shepherd advised the minutes had been discussed and amended accordingly.

It was resolved to approve the Chairman signs the Minutes as a true and accurate record.

14070 Minutes of the Meeting of Dersingham Parish Council held on 21st March 2022.

Councillor C Shepherd advised the minutes had been discussed and amended accordingly.

It was resolved to approve the Chairman signs the Minutes as a true and accurate record.

14071 Minutes of the Meeting of Dersingham Parish Council held on 3rd May 2022.

It was resolved to approve the Chairman signs the Minutes as a true and accurate record.

Action points.

Clerk:

- To contact NS&I for an update on the account signatories.

The Clerk advised she had received correspondence from NS&I advising as the Parish Council have an investment account, they would be unable to manage the account online. Councillor M Shepherd asked who the current signatories are and if the Clerk was a signatory. The Clerk advised Councillors Noble, B Anderson and Bubb were signatories, and she was not. Councillor C Shepherd proposed the item be discussed at the next Finance & Administration Committee meeting. **It was resolved to approve the proposal.**

14072 Minutes of the Planning Committee Meeting held 9th May 2022.

Councillor C Shepherd reported the Planning Committee had discussed only one application at 3 Kings Croft and had resolved to make the comment no objections.

The Clerk advised she had received from a response the enforcement officer regarding 92 Hunstanton Road who had said they are waiting to make an appointment with the occupier. A meeting had taken place with the enforcement officer and the tree officer at Lifewood and no action was necessary.

- 14073 Minutes of the Environment Committee Meeting held 9th May 2022.**
Councillor Bubb advised he had nothing to report to Full Council.
Councillor C Shepherd reported:
The lamp columns had been discussed.
It had been agreed to continue with the cleaning of the play area.
Quotes had been received regarding the replacement of the basketball hoops however these were extremely high therefore a simpler solution had been agreed to purchase and install a single basketball hoop this year.
Councillor Brundle reported there had been young girls playing loud music on the play area and attempting to perform somersaults on some of the play equipment, which she felt was very dangerous. Councillor C Shepherd proposed Anti-social behaviour be added to the next Environment Committee agenda
- 14074 Minutes of the Finance & Administration Committee held 16th May 2022.**
Councillor M Shepherd advised the Clerk had submitted her Clerks Report at the Full Council meeting of the 3rd May 2022 relating to the Charity status on the recreation ground which was deferred to and discussed at length by the Finance Committee. Which had resulted in two proposals to bring to Full Council.
To recommend that the 2021/22 AGAR form be completed in exactly the same way as last year and the Parish Council form a working group to consider options for the future of the charity.
To recommend the Parish Council, acting in its role as Trustees of the Dersingham Recreation Ground Charity, authorise the Clerk to update the Charity Commission website to show £0 income and £0 expenditure.
Councillors discussed the proposals at length.
It was resolved to approve the 2021/22 AGAR form be completed in the same way as last year and a working group be established to options for the future of the charity.
It was resolved to approve to set a meeting for 6.30pm 27th June 2022, prior to the Full Council meeting, to enable the Parish Council to meet as Trustees of the Dersingham Recreation Ground Charity.
- 14075 Minutes of the Staffing Committee meeting 16th May 2022.**
Councillor C Shepherd reported the following:
It had been agreed to re-open the Parish Council office to the public.
Staffing salaries had been authorised.
- 14706 Agree to sign the three-year streetlight maintenance contract.**
Councillor C Shepherd advised the Environment Committee had agreed a new three-year contract for Streetlight Maintenance and proposed Councillors approve the Clerk sign the contract. **It was resolved to approve the proposal.**
- 14077 Chairman's Report.**
This item is covered by minute 14060e.
- 14078 Clerk's/RFO Report.**
The Clerk stated her previous report had been deferred and expected it to be presented at this meeting.
- 14079 Queen's Platinum Jubilee.**
Councillor C Shepherd reported the children's concert had been cancelled, in its place the Tom & Jerry film would be shown with the beacon lighting taking place at 9.45pm.
The afternoon Tea Party being organised is popular with 96 people booked to attend.

14080 Applications and Determinations.

All applications can be viewed, commented on, online at the Borough Council's Planning Portal. online.west-norfolk.gov.uk/online-applications/

Applications:

22/00533/0M Outline Application: Creation of electric charging stations and commercial properties and improved access from the highway. Land West of A149 Picnic Site, Dersingham Bypass, Dersingham. **It was resolved for the Parish Council objects to the planning application, with the following comments: Commercial/inappropriate development, overdevelopment and an increase in traffic.**

22/00733/F Application for proposed two storey side extension, single storey rear extension, garage conversion and various internal alterations at 38 Wallace Twite Way, Dersingham. **It was resolved for the Parish Council to make no objections to the planning application.**

22/00836/F Application for ground floor alterations and extension to rear at Mecklenburg House, 92 Chapel Road, Dersingham. **It was resolved for the Parish Council to make no objections to the planning application.**

Determinations:

22/00344/F Application for conservatory extension at Talltrees, 7 Centre Vale, Dersingham – **Granted.**

22/00515/O Outline application some matters reserved: Residential plot for single storey dwelling at rear of 12 Woodside Close, Dersingham – **Withdrawn.**

14081 Correspondence.

None received.

14082 Items for inclusion on the next agenda.

14083 Date & Place of next meeting.

27th June 2022, 7.00pm. Garden Room, Dersingham Village Centre.

Public Participation.

There was no public participation. The public were asked to leave the meeting at 8.35pm

EXCLUSION OF THE PRESS AND PUBLIC

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

14084 Sports Ground Lease.

Councillor C Shepherd advised there was no update.

14085

Social Club Lease.

Councillor C Shepherd said there had been response to the email issued by the Clerk to the Social Club. The Clerk advised they had been given until the 1st June 2022 to respond. After discussion it was agreed the Clerk draft a letter to the Social Club notifying them from 1st July 2022 rent will be reinstated and payable at the previous rate, also asking for a meeting to be arranged regarding the lease. The Clerk is to send a copy of the draft letter to Councillor C Shepherd for approval before issue.

With no further business the meeting closed at 8.50pm

Action Points

Councillor C Shepherd.

- To arrange a zoom meeting as per minute 13908. The Clerk, Councillor C Shepherd, and Mrs Scanlon to attend.

Action Points from the Dersingham Parish Council meeting held 30th May 2022.

The Clerk.

- To add the new trees at the recreation ground and one by the village sign to the Asset Register.
- To add three additional payments to the list.
Cavell & Lind £210.00, Ward Hill Walker £810.00, and System 3 Business Solution £64.80
- Remove four payments from the payments list for UK Power Network
- Circulate revised and finalised payments list to Councillors.
- Add NS&I account signatories to the next Finance & Administration Committee agenda.
- To sign the three year street light maintenance contract.
- Write a draft letter to the Social Club advising the rent is to be reinstated from 1st July 2022 and to send a copy to Councillor C Shepherd for approval.