

Minutes of the Dersingham Parish Council meeting held on 26th September 2022 at 7pm in the Dersingham Village Centre

Councillors present: Coral Shepherd (Chairman), Robert Anderson, Tony Bubb, Robert Frost (left 7.55pm), Dane Hipkin, John Houston, Martin Noble, Mike Shepherd and Jordan Stokes

Also present: Karen Orgill (Business Manager). Geraldine Scanlon (Assistant Business Manager) County Councillor Stuart Dark (left 8.40pm) and two Parishioners present

Councillors observed a minute's silence for Her Majesty Queen Elizabeth II

14133 Apologies for absence

Apologies were received from Parish Councillors Brian Anderson, George Billard, Valerie Brundle and Ann Watkins.

14134 Introduction of Business Manager

The Chairman introduced Karen Orgill, Business Manager (BM) to Councillors and proposed the BM be added as a signatory to the main bank account. **It was resolved to approve the proposal**

14135 Declarations of interest and request dispensations by Councillors in any of the agenda items listed.

None received.

14136 Open forum for public participation

The Chairman enquired if Parishioners in attendance had any specific agenda item they wished to discuss. Parishioners advised planning application 22/01569/F and explained they had previously submitted a planning application which they had then withdrawn. The current application is to extend at the rear, convert the loft and build a double garage at 12 Woodside Close. The meeting was placed back into closed session. Councillors discussed the application considering the neighbours objections. **It was resolved to make no objection to the planning application.**

14137 Verbal report from the Norfolk County Councillor

Councillor Dark reported the following.

He had been involved with events at Sandringham due to the passing of The Queen.

The lights at the school crossing at the bottom of Doddshill Road had now been replaced.

The Trod between the two school gates on Admirals Drive has been assessed by Highways and will be tarmacked at a cost of around £6000.00 which he will help fund from his Local Members Fund. For minimal disruption, the work is due to take place in October half term holiday.

Ingoldisthorpe speed watch have raised concerns regarding the number of cars speeding between Dersingham and Ingoldisthorpe therefore he is to meet with the safety engineer and highways to assess the situation and consider a SAM2 being installed in the area.

Cllr Wright asked why there had been an increase in the car parking charges in Kings Lynn. Cllr Dark advised that from the £2014.00 Council Tax paid per year on a Band D property Borough Council receive only £89.00. This is to pay for services

such as refuse collections, Police and Fire services etc therefore increasing car park charges is one way the Borough Council can gain additional revenue to help cover costs.

Cllr Stokes asked if Highways could assess Manor Road, primarily at the junction of Sandringham Road, as the road surface has deteriorated due to the high volume of traffic during the period of mourning The Queen. Cllr Dark agreed speak to Highways.

Cllr Bubb asked if pedestrian warning signs could be placed on the A149 at the southern end of Station Road. Cllr Dark said he is currently working with the Highways Safety Officer (HSO) in relation to issues raised at Ingoldisthorpe and Flitcham, and he is aware that nothing had been discussed regarding improvements on the A149 at the Drift in Dersingham such as a refuge, signage, speed reduction and agreed to include an assessment of the area when he meets with the HSO.

14138 Verbal report from the Borough Councillors

Cllr Collingham was not present.

Cllr Bubb reported the Community Infrastructure Levy (CIL) awarding board had met in August and reminded Councillors when completing an application to give as much information as possible.

14139 Finance

a) Approval of the payments lists

The Chairman advised there had been five payments lists circulated however a further two invoices had been received and proposed the following be approved. Systems 3 for £192.00 and Clanpress for £2302.00. **It was resolved to approve the additional payments.**

The Chairman advised the backing board on the noticeboard on Lynn Road had been replaced at a cost of £50.00 however she felt it had been completed to a poor standard. Cllr Bubb asked what the specification of the order was given to the contractor. Councillors discussed the matter. **It was resolved to ask for the backing board to be replaced before the payment is made.**

It was resolved to approve all of the other payments. (See appendix A)

b) Account to 31st August 2022

The Chairman advised the accounts had been circulated up to 31st August 2022

c) IAC Quarterly Report

Cllr M Shepherd advised he had circulated the IAC monthly report, with the following findings:

The bank reconciliations to 31st August 2022 were all in order.

The project reserves balance is incorrect, currently is shows as £7665.89 however the correct balance is £5509.94, this is due to a payment made for street light columns. This is being dealt with by the locum RFO.

Payment for the playground inspection had been incorrectly coded to 9000 (Skatepark Project) instead of code 5020 (Playground Inspection). This will be corrected by the locum RFO

14140 Minutes

a) Approval of the minutes of Dersingham Parish Council meeting of 22nd August 2022

The minutes were approved and signed by the Chairman as a correct record.

b) Action points

The action points were discussed and those completed removed.

c) Minutes of the Communications Committee meeting held 30th August 2022

Cllr C Shepherd stated the Dersingham Data due to be published with the current Village Voice will now be in the next edition.

Clanpress have increased their printing costs for the second time this year, therefore, to counteract the increase the type of paper inside the magazine has been changed.

d) Minutes of the Environment Committee meeting held 5th September 2022

Cllr Frost advised there was nothing to bring to Full Council for approval.

Cllr C Shepherd advised the Committee had agreed to discontinue the Covid cleaning of the play area.

Three Parishioners had attended the Committee meeting raising concerns regarding the request for a new bench outside 1a Manor Road. After discussion the request was refused. Cllr Stokes suggested, as the Parishioners have been collecting litter from the area on a regular basis, a new litter bin be purchased and placed on Manor Road. Cllr C Shepherd said it will be discussed at the next Environment Committee meeting.

Cllr Hipkin asked if there was provision for the removal of the graffiti on the Skatepark. Cllr M Shepherd confirmed code 5015 (Playground Equipment Maintenance) would cover the costs, should it be removed.

e) Minutes of the Staffing Committee held 20th September 2022

The Chairman advised Staffing had met to authorise staff salaries.

14141 Planning applications and determinations

The Council discussed the following application:

22/01569/F Extension to rear, loft conversion, double garage, and associated works at 12 Woodside Close, Dersingham – **No Objection**

22/01420/F Proposed internal and external alterations providing two storey porch extension; rear extension with new balcony at First Floor; Garage alterations to provide outdoor entertaining area at 70A Lynn Road, Dersingham – **Objection. More information requested re materials, height and fixing of proposed balcony privacy screen.**

22/01626/F Single storey flat roof side and rear extension and alterations to dwelling 35 Gelham Manor Dersingham- **No Objection**

22/01366/A Signboard on site in north east corner comprising 2 no 610x 1000mm signboards and 1 no wall mounted sign Ashdene House, 60 Hunstanton Road, Dersingham – **Decision already made by Borough Council - Permitted**

Borough Council determinations:

22/01046/F Annex ancillary to dwelling, 6 Post Office Road, Dersingham - **Permitted.**

22/01212/F Proposed two storey and single storey rear extensions including alterations following the removal of conservatory. Trent House, 33 Lynn Road, Dersingham - **Permitted**

14142 Chairman's Report

The Chairman reported it had been a busy period with staffing issues, recruitment, and events regarding the death of her Majesty the Queen.

She thanked Mrs Scanlon for her support since June and advised her that her hours have been increased to 18 hours per week and a pay rise had been agreed. The Chairman thanked Cllr Brundle and Mr K Green for arranging the Funday held on the Recreation field that replaced the Funday originally booked to take place for the Platinum Jubilee weekend celebrations and to the Cricket Club for their cricket festival. She requested Councillors to think how we can commemorate the life of the Queen and suggested that it be discussed at the next meeting so that any associated costs can be included in our budget setting.

She raised some thoughts about engagement with parishioners and suggested that we try to engage better by making ourselves better known in the community and supporting events.

Cllr M Shepherd asked if the Environment Committee had arranged for a plaque to be placed on the tree planted for the Platinum Jubilee. Cllr C Shepherd advised it is to be discussed by the Committee.

14143 Warm Spaces

The Chairman advised Cllr B Anderson had requested the item on the agenda. She explained "warm spaces" are to help parishioners that can't afford to heat their homes this winter. Community organisations, libraries, churches, community centres will be asked if they wish to provide warm spaces. Cllr Dark stated this is a subject County Council are currently reviewing with the help of Central Government. Councillors discussed the issue. **It was approved to add Warm Spaces to the next Full Council agenda once an update had been received from Cllr Dark.**

14144 Boots the Chemist

The Chairman advised a parishioner had arranged a meeting with area manager of Boots the Chemist after several people had expressed concerns relating to the opening times and efficiency of the pharmacy. Feedback from the meeting had confirmed a pharmacist must be on site for the chemist to open. Cllr Collingham is to write to Cllr James Wild regarding the matter. **After discussion it was approved for Cllr C Shepherd to write to Cllr James Wild.**

14145 Correspondence

None received.

14146 Items for inclusion on the next agenda

Committee Centre, Manor Road.

14147 Date & Place of next meeting

24th October 2022 at 7.00pm, Garden Room, Dersingham Centre

The meeting was placed into closed session 8.40pm

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.

14148 Sports Ground Lease

The Chairman reported the draft Head Lease and Underlease have been received however there are concerns regarding the recommendation of a joint insurance policy. The documents refer to Her Majesty the Queen however these will have to be amended once the legal transfer has taken place to Kings Charles III, which will delay the process.

14149 Social Club Lease

The Chairman reported two quotes have been received from the solicitors regarding the lease for the Social Club. Cllr Hipkin declared an interest in the item. Councillors discussed the quotes. **It was resolved to approve Ward Gethin Archer be used to process the Social Club lease.**

With no further business the meeting was closed at 8.55pm

Action points from the Parish Council meeting held 30th May 2022:

Clerk

- To add the new trees at the recreation ground and near to the village sign to the Asset Register.

Action points from the Parish Council meeting held 27th June 2022:

Cllr C Shepherd

- To arrange journal transfer from 605 Advertising Village Voice to 6035 Events, minute 14100.

Action points from the Parish Council meeting held 26th September 2022:

The Chairman

- To write to Cllr James Wild regarding Boots the Chemist.

Business Manager

- To arrange to become a signatory on the main bank account.
- To instruct Mr English to replace the backboard on the noticeboard on Lynn Road.
- To add Warm Spaces to next Ful Council agenda if further information is received from the County/Borough Council

- To add commemoration of her late Majesty the Queen to the next full council agenda.