

Minutes of the Environment Committee meeting held on Monday 7th November at 7.08pm, Dersingham Village Centre

Present: Cllr C Shepherd, Cllr R Anderson, Cllr J Stokes, Cllr B Anderson, Cllr R Frost (Chairman), Cllr T Bubb

In Attendance Karen Orgill – Business Manager, Minute Taker

735 Apologies

Cllr A Watkins

736 Declarations of Interest

None received

737 Open forum for public participation – no public present

738 Minutes of the Environment meeting held on Monday 3rd October 2022

Cllr C Shepherd proposed and Cllr B Anderson seconded the minutes and it was resolved for the minutes to be approved and signed by the Chair as a correct record.

All action points were discussed and those completed removed.

- Cllr C Shepherd and the Business Manager met Simon Hickling, Deputy Land Agent from the Sandringham Estate on Thursday 20th October regarding the broken bridge over the land drain and are waiting for an update.
- Cllr C Shepherd had contacted the contractor who laid the new surface on the skate park and this should be repaired within the next 2 to 3 weeks. The skate park will have to be closed during the repair and the grass surface up to the skate park will need to be covered to prevent damage.
- The Business Manager had reviewed grants for Norfolk Community Foundation and Kings Lynn Borough Council, but no grant bodies were currently open for new applications. **It was resolved to instruct the Business Manager to contact OnlinePlaygrounds to arrange for the manufacture and installation of the Basketball Post and Hoop.**
- Sale of old basketball 'backboards'. **It was resolved that the starting price for the sale would be £200.**
- Cllr T Bubb informed the meeting that a new plastic bin would need to be purchased from the Borough Council and emptied at an annual cost of £208.19 for a 240l bin. A further cost of £500 would be required to supply and fit a suitable housing for the bin. Consultation for the best location and agreements would be required from local residents plus a license would be required from NCC's Highways. **It was resolved that 'no action' be taken due to the costs which would be incurred.**

739 Report on current financial position and reserves

The 2023/2024 budget setting process will be undertaken at a separate meeting on Monday 21st November. Cllr C Shepherd asked the Business Manager to chase outstanding invoices for the tidying up of the War Memorial Garden. Cllr C Shepherd informed the meeting that at Full Council on Monday 24th October, it had been agreed to keep the Covid budget for cleaning for the next few months and it will be reviewed in the new financial year.

740 Reserves – Cllr C Shepherd reported that there was no change.

741 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 – Ongoing.

- (b) **Streetlights** - Cllr C Shepherd asked the Business Manager to contact K&L Lighting Ltd to rewrite the lighting column numbers as they have faded. Cllr C Shepherd informed the meeting that the electrical charges are unmetered. Cllr C Shepherd asked the Business Manager to investigate replacing harsh replacement lamps with a softer LED lamp.
- (c) **Grass cutting** – Sourcing quotations for new contracts - ongoing
- (d) **Cleaning** – no discussion
- (e) **Litter bins** – no discussion
- (f) **Seats & Benches** – reported as no problems
- (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 – ongoing.
- (h) **Footpaths/walkways** – A parishioner reported overgrown brambles on Doddshill Road and Cllr C Shepherd informed the meeting that all parishioners will be requested to report the issue direct to NCC's Highways Team. Cllr Bubb informed the meeting that NCC's Highways Engineer had quoted £1,450 for two warnings signs on the A149. The Business Manager was requested to contact Cllr S Dark to confirm whether he is covering the whole cost or whether a NCC's PPS bid will require completing.
- (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 – ongoing. The Business Manager was also asked to chase the contractor (previously agreed) for a date to remove the Birch Tree – ongoing.
- (j) **General village environment** – Cllr T Bubb queried the Sandringham's Luminate advertising sign and Cllr C Shepherd explained the sign will be removed before Christmas Day.

742 The Warren – A parishioner had emailed Dersingham Parish Council concerned about the health of the saplings and an agreement was made to wait until Spring 2023 before revisiting the saplings to ascertain how many required replanting. Cllr R Frost proposed replacements could be slightly older saplings. Cllr T Bubb to forward the Woodland Trust details to the Business Manager.

743 Recreation area

- (a) **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. The Business Manager informed the meeting that no grant applications were currently open. A decision was made to go ahead with the ordering of the basketball hoops and the Business Manager was asked to inform OnlinePlaygrounds to make and install the basketball hoops as soon as possible.
- (b) **Update on Skate Park** – Waiting for a date.
- (c) **Recreation Grass Cutting Contract** – The current contract expires this year and the Business Manager was instructed to obtain 3 quotations – ongoing.

744 War memorial and war memorial gardens – Cllr C Shepherd informed the meeting that the War Memorial Service will take place on Friday 11th November at 11am.

745 Rangers – nothing had been requested.

- 746 Streetlights** – Cllr Shepherd informed the meeting that 3 streetlights in Valley Rise had been completed and she would identify the next streetlights to complete the grant. An application will be made for Glebe Road.
- 747 NCC's Parish Partnership Bid** – New project for pedestrian crossing near the entrance to the co-op – on going. The meeting was informed that the TROD on Admirals Drive had been completed. The meeting was informed that the plastic covering on the 30mph flashing sign on Lynn Road has perished and the Business Manager was asked to arrange a replacement either in plastic or glass.
- 748 Christmas Lights** – Cllr R Anderson asked the meeting when they wanted him to switch on the Christmas lights – it was agreed Friday 25th November between 4pm and 11pm.
- 749 Inventory** – The Business Manager and Cllr M Shepherd to arrange a meeting to look at the Inventory and Assets of the parish council - ongoing
- 750 Correspondence**
a) Radio Norfolk's Treasure Quest came looking for Dersingham.
- 732 Items for inclusion on the next agenda**
None received
- 733 Items for publication on social media**
Cllr J Stokes was asked to include the details; 10.50am (for 11am) on Friday 11th November Remembrance Day at the War Memorial Gardens and 10.30am (for 11am) on Sunday 13th November Remembrance Sunday at St. Nicholas Church.
- 734 Date of next meeting**
Budget Setting Meeting - Monday 21st November at 7pm in the Loft, Dersingham Village Centre

Meeting closed at 8.13pm

ACTION LIST

Cllr Shepherd

- To identify the streetlights to complete the grant. To complete an application will be made for Glebe Road.
- To contact the contractor again regarding the repair to the surface of the Skate Park

Business Manager

- To chase outstanding invoices for the tidying up of the War Memorial Garden
- 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 contact K&L Lighting Ltd to rewrite the lighting column numbers as they have faded.
- To investigate replacing harsh replacement lamps with a softer LED lamp
- 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 contact Cllr S Dark to confirm whether he is covering the whole cost or whether a NCC's PPS bid will require completing.
- To obtain quotations to purchase an Oak Tree
- To chase the contractor (previously agreed) for a date to remove the Birch Tree.
- 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
- To inform OnlinePlaygrounds to make and install the basketball hoop.
- To arrange a replacement either in plastic or glass for 30mph flashing sign on Lynn Road
- To contact the contractor again regarding the gate closures on both gates on the Recreation Ground.

Cllr Bubb

- To forward the Woodland Trust details to the Business Manager