

Minutes of the Dersingham Parish Council meeting held on 24th October 2022 at 7pm in the Dersingham Village Centre

Councillors present: Coral Shepherd (Chairman), Brian Anderson (Vice Chairman) Valerie Brundle, Tony Bubb, John Houston, Martin Noble, Mike Shepherd and Dennis Wright

Also present: Karen Orgill (Business Manager). Geraldine Scanlon (Assistant Business Manager) Borough Councillor Judy Collingham (left 7.30pm) and Eight Parishioners (left 7.30pm)

The Chairman paid tribute to Cllr Billard and confirmed his funeral date. Councillors observed a minute's silence for Cllr George Billard

14150 Apologies for absence

Apologies were received from Cllrs Robert Anderson, Robert Frost, Jordan Stokes, and Ann Watkins

14151 Declarations of interest and request dispensations by Councillors in any of the agenda items listed – None Received.

14152 Open forum for public participation

Cllr Collingham reported she had spoken to the Planning Department at the Borough Council regarding the Community Centre on Manor Road. It is inside the conservation area, and she was advised that the building is considered a heritage asset. She supports the suggested development for the site, along with the changes of access to Doddshill Road, which is currently an incredibly dangerous junction.

Mr Johnstone, Avada Country Homes, who is in the process of purchasing the site, gave an update on the planning application currently undetermined by the Borough Council and his future plans for the site. Cllr Wright asked if the area could be tidied as it is extremely overgrown. After discussion Mr Johnstone agreed, he would speak to the current landowner regarding the matter.

14153 Verbal report from the Norfolk County Councillor – Cllr Stuart Dark was not present.

14154 Verbal report from the Borough Councillors

Cllr Collingham said funding from Heritage Lottery for the Guildhall had been refused therefore alternative funding is being investigated.

Cllr Bubb gave the following updates:

The caravans on Gelham Manor had been investigated and are parked legally. The meeting planned with Cllr Dark, and highways had taken place at the Drift to discuss signage, although Cllr Dark was unable to attend. Mr Jeffries from Norfolk County Council had agreed to signage at the area. It is yet to be confirmed if the scheme would be a Parish Partnership for or if Cllr Dark meet the shortfall from his Local Members Fund. The Chairman advised this would be discussed at the next Environment Committee meeting.

Cllr Bubb reported a new bin at 1a Manor Road, as previously suggested at the Environment Committee meeting would cost £204 per year to empty by the Borough Council, if the Parish Council provided the bin. £400.00 plus VAT if the Borough Council were to purchase and install a bin. Neighbours would need to be

consulted. The Chairman advised that this would be referred to the next Environment Committee meeting.

14155 Finance

a) Approval of the payments lists

The Chairman advised there was an additional payment to DAC Beachcroft for £160.00 for authorisation that is not shown on the lists circulated.

It was resolved to approve the payments and to add the £160.00 payment for DAC Beachcroft.

b) Accounts up to 30th September 2022

The accounts to 30th September had been circulated.

c) Internal Audit Controller Quarterly Report

Cllr M Shepherd had circulated the Internal Audit Controller Quarterly Report prior to the meeting and reported bank reconciliations to 30 September 2022 were in order, the accounts had been circulated and the Aged Debtors previously shown have now been cleared.

14156 Minutes

a) Approval of the minutes of Dersingham Parish Council meeting of 26th September 2022

It was resolved for the minutes to be approved and signed by the Chairman as a correct record once the following amendments have been made.

Minute 14136 to read:

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.**

Minute 14138 to read:

Cllr Bubb reported the Community Infrastructure Levy (CIL) awarding board had met in August.

Minute 14139 (c) to read:

Cllr M Shepherd had circulated the IAC monthly report.

b) Action points

The action points were discussed and those completed removed.

c) Minutes of the Environment Committee meeting held 3rd October 2022

Cllr C Shepherd reported the bridge between the Holyrood Estate and the Sportsground had been discussed by the Environment Committee. A meeting has subsequently taken place with the landowner and freeholder to discuss repair/replacement of the bridge, it had been suggested culverting the ditch.

With regards to the cracking to the surface of the skatepark, the contractors have agreed to complete the work required.

d) Minutes of the Planning Committee meeting held 10th October 2022

Cllr C Shepherd advised that the Norfolk County Council (NCC) Mineral & Waste consultation plan had been received. Previously concerns had been highlighted regarding the excavation of Silica sand to the northwest of the village which had subsequently been dropped. It had been agreed for Cllr C Shepherd to contact

NCC and comment on discrepancies between the policies regarding access to sites.

Cllr Houston commented on using the Young Offenders group to carry out painting work on the War Memorial Railings and Bus Shelters. He advised, when the idea had been considered previously it had been dismissed due to the complexities and requirements of the group. Cllr M Shepherd thought anti vandal paint had been used previously on the bus shelters causing the current paint to flake, therefore a specialised contractor would need to carry out the work required. Cllr C Shepherd advised this would be dealt with at the next Environment Committee meeting.

e) Minutes of the Staffing Committee meeting held 17th October 2022

Cllr C Shepherd advised Staff salaries had been approved along with the request for the Business Manager and Assistant Manager to attend training course on the Election Process in preparation for elections in May 2023.

f) Minutes of the Finance & Administration Committee meeting held 17th October 2022

Cllr M Shepherd reported the F&A Committee had approved to roll out an upgrade to the current IT system, to be phased in starting with staff and then Councillors, which would include the purchase of new licences as necessary. He advised he would be consulting with Councillors regarding the devices they currently access emails.

F&A had also approved to replace the current staff IT equipment as soon as possible with laptops and docking stations, he had hoped this would be achieved the same time as the IT system upgrade. Cllr Hipkin had suggested investigating leasing the new IT equipment instead of purchasing, however there had been no update regarding costing to date.

14157 Planning applications and determinations

The Council discussed the following application:

Applications:

22/01817/F Proposed construction of replacement porch to dwelling, new 2.6m high wall to garden, and soil excavation works to residential curtilage to prevent damp issues to dwelling with the resultant spoil spread over the applicant's land to Wood Villa, 92 Hunstanton Road, Dersingham – No Objections

Determinations: None received

14158 Chairman's Report

The Chairman explained the Christmas Tree Festival is due to start 2nd December however there has been no official notification to date. She proposed the Parish Council approve the purchase of a tree for this year's festival. **It was resolved to approve the proposal.**

14159 Business Managers Report

The Business Manager said items on her report had been covered in other agenda items and stated she is looking forward to the introduction of the new IT equipment and IT system upgrade.

14160 Community Centre Proposals

This item was dealt with under Minute 14152

14161 HM The Queen's Memorial and HM King's Coronation on Saturday 6th May 2023.

The Chairman advised the King's Coronation had been confirmed for 6th May 2023 and suggested a meeting be arranged to incorporate groups etc that assisted in the Platinum Jubilee celebrations, to discuss ideas to celebrate the Coronation. Cllr Brundle said an event is being planned for the 13th May 2023 on the recreation ground.

The Chairman also asked for suggestions for a permanent memorial for the late Queen Elizabeth II. The item will be discussed further by the Communications Committee.

14162 Correspondence

The Chairman stated a guide to using inflatables at events had been received from the Borough Council and asked the Business Manager to forward a copy to Cllr Brundle and Mr Green for information.

A short remembrance service will commence at 10:50am on the 11th November at the War Memorial

Notification had been received from Norfolk County Council regarding Jubilee Trails around the county. Detailing the works due to take place on the Dersingham to Ingoldisthorpe Greenway trail.

14163 Items for inclusions on the next agenda – None received

14164 Date & Place of next meeting

28th November 2022 at 7.00pm, Garden Room, Dersingham Centre

With no further business the meeting closed at

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

Business Manager

- 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.

Business Manager

- To arrange to become a signatory on the main bank account.
- To add Warm Spaces to next Ful Council agenda if further information is received from the County/Borough Council
- To Forward a copy of the Borough Councils "Using inflatables" guide to Cllr Brundle.
- To place possible Partnership re pedestrian safety signs on A149 on next Environment Committee agenda

- To place proposed litter bin near 1a Manor Road on next Environment Committee agenda
- To arrange a meeting with external groups to discuss village celebrations for the Kings Coronation in May.