

Minutes of the Environment Committee meeting held on Monday 9th January 2023 at 7.00pm, the Loft, Dersingham Village Centre

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

In Attendance: Karen Orgill - Business Manager and Minute Taker

1. Apologies

Cllr R Anderson and Cllr A Watkins

2. Declarations of Interest - None received

3. Public Participation – No public attendance

4. Minutes of the Environment meeting held 5th December 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.

Action points were discussed and those completed will be removed.

- (a) Streetlights - Cllr C Shepherd had identified two new streetlights (9136 outside 13 Edinburgh Way and 9141 outside 12 Queen Elizabeth Drive) which required two new concrete columns, and this will complete the work for the first grant. The BM was asked to contact K&M Lighting and UKPower Networks to check the quotations given in April 2022 for 4 replacement steel columns in Glebe Road were still valid. This would enable completion of the second grant application to the Borough Council. The work was necessary for public safety.
- (b) Repair to the surface of the Skatepark – Now the weather has stopped being frosty, Cllr C Shepherd will contact the company again.
- (c) Bus shelters/stops - The BM was informed that it was thought that vandal-proof paint had been used on the bus shelters and then covered with ordinary paint which was now flaking, and to contact specialist companies asking them to visit each bus shelter to give their recommendations on the remedial work and repainting costs required.
- (d) Recreation Ground Grass Cutting contract - The BM reported that she was still waiting for quotations and was asked to chase the companies
- (e) Dog Bins - The BM was asked to instruct the cleaning contractor to check for defects on dog bins and benches when carrying out the routine three-monthly clean.
- (f) The BM had obtained a quotation of £158 for a three metre tall English Oak and a unanimous decision was made to purchase the tree and plant it near the Village Sign on Heath Road at the junction of Lynn Road, Dersingham.
- (g) NCC's Parish Partnership Grant – The BM confirmed this had been completed and sent.
- (h) SAM2 sign - Cllr R Anderson previously agreed to look at the SAM2 and report finding – he had sent in his apologies for this meeting and will give an update next month.

5. Current Financial Position

Cllr C Shepherd informed the meeting that the budget for the Street Lighting Energy should cover the costs. The village cleaning contractor will be carrying out maintenance work and painting the seats and benches but will wait for dryer and warmer weather.

6. **Reserves**

Cllr C Shepherd confirmed that as had been agreed at the last meeting the request to transfer the Covid Support Grant Reserve will be reported to the budget setting meeting of Full Council on 23rd January.

7. **Areas of responsibility**

- (a) **Bus shelters/stops** – covered in 4 (a) above
- (b) **Streetlights** – It was agreed that the lamp column in Woodside Ave will be repainted when the weather improves.
- (c) **Grass Cutting** - covered in 4 (d) above
- (d) **Cleaning** - Cllr R Frost had carried out his checks on the benches.
- (e) **Litter Bins** – no issues
- (f) **Seats and Benches**
A decision was made to purchase one recycled picnic table with wheelchair access using the exciting CIL budget of £1,117. The BM was requested to circulate quotations/pictures of different models.
- (g) **Dog Bins and Sponsorship** - covered in 4 (e) above
- (h) **Footpaths/Walkways** – It was reported that the work NCC are carrying out on the Dersingham FP16 to Ingoldisthorpe FP7 section of the Elizabeth Way Platinum Jubilee Trail has been delayed. Cllr B Anderson has informed NCC of the specific habitats required by the butterflies.
- (i) **Tree Warden** – no updates
- (j) **General Village Environment** – The BM informed the meeting that she had now registered the two Dersingham PC defibrillators with Circuit and replacement pads had been ordered. The BM was asked to attach a ‘Return to address’ label for each PC defibrillator and offer the DVCA a ‘Return to address’ label as well.
Cllr J Stokes suggested trackers and it was agreed to take the proposal to the next Finance & Admin Meeting.

8. **The Warren**

Cllr C Shepherd informed the meeting that the saplings planted on The Warren were forest-type planting and like those on Forestry Commission land only get watered when it rains and whilst 400 trees were planted some losses were expected. The Environment Committee Councillors did stress at the meeting that they visit the Warren and check the trees on a regular basis. Cllr R Frost confirmed that they are will still waiting for Sandringham Estate to send the tree trunk seats.

- 9. (a) Review of Cleaning - covered in 4 (e) above
- (b) Five-Year Plan – no update
- (c) Update on Skate Park - covered in 4 (b) above
- (d) Recreation Grass Cutting Contract - covered in 4 (d) above

10. **War Memorial and War Memorial Gardens**

Cllr C Shepherd asked the BM to check with the RFP regarding any outstanding payments.

11. **Climate Change**

Cllr B Anderson asked for the heading of Climate Change to include Biodiversity and this item will be carried over to the next meeting.

12. **Rangers**

Cllr T Bubb asked the BM to contact the Rangers to cut back the overgrown vegetation on the pavement of Sandringham Road opposite the Petals Tea Room.

13. **Streetlights**
Cllr C Shepherd informed the meeting that the survey had shown a number of streetlights had doors missing and these would need to be secured with steel ties and she would draw up a list.
14. **Replacement gate closures on Recreation Ground**
Cllr R Frost informed the meeting that the gate closures on Station Road are working but will check again for Bank Road. He will chase the company again.
15. **Cutting of hedges surrounding WWII Pill Box**
Cllr B Anderson informed the meeting that this is a 1940 Type 22 Pill Box and was built to oversee the railway and coast. However, the parish council had been contacted regarding removing the trees surrounding the pillbox and a decision was made for the councillors to have a site visit. The BM was asked to organise the visit.
16. **Policy on Lanterns and Balloons on DPC land**
It was agreed that the Policy on hiring out the recreation ground would be amended with an exclusion on lanterns and balloons.
17. **Correspondence**
The BM informed the meeting that a parishioner had expressed concerns over the tree saplings on The Warren and Cllr C Shepherd informed the meeting that a previous agreement had been made to visit the saplings in the early spring when regrowth could be seen.
18. **Items for inclusion on the next agenda - none**
19. **Any item for Facebook - none**
20. **Date of next meeting** – 7pm on Monday 6th February 2023 in the Loft.

The meeting finished at 8.20pm.

Action Points

Cllr Shepherd

- To identify the streetlights to complete the grant. 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 obtain quotations from a specialist company to repaint the bus shelters and paint the War Memorial Garden
- To install advertisement stickers on each Dog Bin
- To obtain further quotations for the grass-cutting contract for the Recreation Ground
- The BM was asked to contact K&M Lighting and UKPower Networks to check the quotations given in April 2022 for 4 replacement concrete are still valid
- The BM was asked to instruct the cleaning contractor to check for defects on dog bins and benches when carrying out the routine three-monthly clean
- To obtain quotations/pictures of different models of recycled picnic table with wheelchair access

- To prepare and attach 'Return to address' labels for each PC defibrillator and offer the DVCA a 'Return to address' label as well
- To contact the Rangers to cut back the overgrown vegetation on the pavement of Sandringham Road opposite the Petal Tea Room
- To organize a site visit to the WWII Pill Box to make a decision on cutting back the hedge
- To amend the Policy on hiring out the recreation ground with an exclusion on lanterns and balloons

Cllr R Anderson

- To look at SAM2 sign with the view to replace the current screen with a Perspex sheet

Cllr R Frost

- To chase the company regarding the replacement gate closures on the Recreation Ground