

Minutes of the Environment Committee meeting held on Monday 4th December 2023 at 7.00pm, the Loft, Dersingham Village Centre

Present: Cllr C Shepherd, Cllr T Bubb (Vice-Chairman), Cllr M Ward, Cllr B Anderson and Cllr A Watkins

In Attendance: Karen Orgill - Business Manager and Minute Taker

1. **To consider apologies for absence** – Cllr R Frost (Chairman) and Cllr J Stokes,
2. **Declarations of Interest and requests for dispensations by councillors in any agenda item** – none received
3. **Public Participation** – none present
4. **Minutes of the Environment Committee Meeting 6th November 2023 and Budget Setting 7th November 2023.**
The minutes were approved as a correct record and duly signed by the Vice-Chairman.

(b) Action points were discussed and those completed will be removed.

Business Manager

- (a) To complete the specification and arrange for further quotations - split into 3 sections (1) Two new goal posts with or without nets, (2) Removal of old goal posts – cut down to ground level and made good and (3) a second basketball hoop - still outstanding and the specification will be emailed out to all environment committee councillors
- (b) To source metal to brick adhesive and order the two new tree plaques for the Village Sign – the Business Manager reported that metal to brick adhesive is readily available and confirmation was given to order the two new tree plaques.
- (c) To contact Dersingham Vets and offer them the extra 2 dog bin sponsorship – The BM confirmed this has been completed.
- (d) To carry out preparations for a new tree survey (including the trees in the recreation ground) to be commissioned. To ask Cllr M Shepherd for a list and map of all Dersingham Parish Council owned trees – work outstanding
- (e) To inform the Grass Cutting Contractor that the contract had been extended for one year and to check if there would be price increase. The BM confirmed this has been completed.
To prepare a combined contract/specification in readiness for new tenders for the end of 2024 and to include ensuring the area between the Village Sign adjacent to the land belonging to United Charities is cut including cutting back the brambles.
- (f) To prepare an updated specification in readiness for new tenders for 2024 for the Cleaning Contract – work to be carried out in January.
- (g) To report the blocked drain opposite 31 Hunstanton Road via NCC's Highways Report a Problem - The BM confirmed this has been completed.
- (h) To order 4 no. 30mm thick x 440mm for 340kg weight long bolts using the code: 5025 Recreation Ground Maintenance. The BM confirmed that the invoice had been paid and delivery is awaited.
- (i) To circulate the list and map of all benches to councillors so they can ascertain the condition of each bench/seat and whether they require painting. To also obtain a quotation

for painting one bench on Hawthorne Drive/Hunstanton Road B1440 for budget setting purposes. The BM handed round to all councillors a list and map of all benches and Cllr M Ward volunteered to inspect the benches and report back to the next meeting. The BM had obtained a quotation for the painting of one bench – see item Minute Item 4. Code 4050.

- (j) To obtain quotations to have the lower canopies lifted to a clearance of 3 metres for those branches over the footpath off Burma Close – still outstanding
- (k) To contact Cllr S Dark with the co-ordinates of the footpath between Centre Vale to the Pastures so a top dressing of gravel can be applied - The BM confirmed this has been completed.
- (l) To contact BCKLWN to see if they could offer emergency help and support to the rough sleeper utilising the bus shelter on Manor Road - The BM confirmed this has been completed.
- (m) To obtain quotations for a replacement Multiplay backboard plus installation on the children's playground – work outstanding
- (n) To obtain quotations for a replacement Runway plus bolt plus installation on children's playground – work outstanding.
- (o) To obtain quotations for a plumber to look at the water tap – A plumber had been sourced and a quotation will be ready shortly.
- (p) To report the Village Sign/Road sign on the A149 which requires cleaning - The BM confirmed this has been completed.
- (q) To contact a former councillor to ascertain if he would be willing put up the Christmas Lights for 1st December and take down 6th January 2024 - The BM confirmed this has been completed.

Councillor C Shepherd

- (a) With Cllr R Frost to remove weeds and soil underneath the edges of the carousel children's playground and have a look at the 2 swings to be installed – work outstanding and will be carried out shortly.
- (b) With Cllr R Frost and Cllr T Bubb review the electric box – The electric box had been inspected and all agreed that the rust could be treated, work to be carried out in the spring.
- (c) To send a letter to the Skatepark contractor, if no phone call is received, informing them they have forfeited their retention – work outstanding.

Councillor R Frost

- (a) To purchase 3 no. combination locks – work outstanding
- (b) To adjust the gate action between Bank Road and children's playground – work outstanding
- (c) With Cllr C Shepherd to remove weeds and soil underneath the edges of the carousel children's playground and have a look at the 2 swings to be installed – work outstanding
- (d) With Cllr C Shepherd and Cllr T Bubb review the electric box – work completed

Councillor T Bubb

- (a) With Cllr C Shepherd and Cllr R Frost review the electric box – work completed.

Councillor J Stokes

- (a) To place on Facebook the notification of the Armistice Service at the War Memorial at 10.50am on Saturday 11th November – Cllr J Stokes confirmed this had been completed and over 70 people had joined the service.

Councillor B Anderson

- (a) To bring a report to December's meeting outlining the benefits of red streetlights for bats – Cllr B Anderson informed the meeting of the benefits of red streetlights and research shows

that bats display different behaviour under different coloured lights. Cllr B Anderson confirmed that his report will be brought to January's meeting. A further discussion took place as to where a trial could be implemented and a suggestion of Park Hill and outside the Church were proposed. If Park Hill was chosen, it was agreed that a leaflet drop to all affected parishioners living in Park Hill would be carried out. Cllr T Bubb offered to use his Borough Council Member Fund to purchase the lights providing the request was a moderate cost. Cllr B Anderson offered to contact Worcester County Council to source costs and suppliers.

(c) To consider matters arising

Meeting 6th November

Minute 7(h) – BCKLWN had sent an email that new or replacement dog bins must now be reduced to 25 litres. Concern had been raised that additional bins might be required and Cllr T Bubb informed the meeting that he had spoken to BCKLWN's Greenspace Officer regarding this. He had also spoken to Cllr C Morley BCKLWN's Cabinet Member for Finance and it was suggested that the emptying charges be changed to per site and not per bin if the bins size was reduced and necessitated two bins instead of one bin. Cllr C Shepherd informed the meeting that the reduction of dog bin size and a possible increase of bins could increase the costs by upwards of £2,000 and queried whether we should speak to other local parish councils. It was proposed to wait until a response had been received from Cllr Chris Morley.

Minute Item 4. Code 4050 – The BM informed the meeting that a quotation of £300 had been received for painting one bench but considered that economies of scale would be likely if more than one bench was painted. A recommendation was put forward to increase the budget to £1,000 and carry-over £200 into the new financial year, this was proposed by Cllr B Anderson and seconded by Cllr C Shepherd and all agreed.

Minute Item 4. Code 4070 – The BM was requested to source quotations for January's meeting

Minute Item 4. Code 4075 – The BM was requested to source quotations for a new liner to fit the litter bin on the War Memorial and the cost be added to the budget.

Minute Item 4. Code 5065 – A unanimous decision was made to carry-over £4,100 to the new financial year.

5. Current Financial Position

Cllr C Shepherd informed the meeting that now the last invoice had been received the grass cutting budget is within budget as well as the Cleaning Contract and Streetlighting.

6. Reserves

Cllr C Shepherd informed the meeting that at current prices the Warren Reserve would cover costs only for the next 6/7 years.

7. Areas of responsibility

(a) Bus shelters/stops – no updates

(b) Streetlights – the BM informed the meeting that the two new streetlights on Edinburgh Way and Queen Elizabeth Drive will be connected on the 7th December and the new streetlights on Glebe Road will be connected on the 14/15th December. Cllr C Shepherd informed the meeting that the committee will need to review the survey of the streetlights to see if further replacements/work is required.

(c) Grass Cutting – nothing to report

(d) Cleaning – nothing to report

(e) Litter Bins – see item Matters Arising (c)

(f) Seats and Benches – see item Matters Arising (c)

- (g) Children’s Playground Inspection Form – to be placed on SharePoint.
- (h) Dog Bins and Sponsorship – The BM informed the meeting that the sponsorship invoices will be sent out this week.
- (i) Footpaths/Walkways – nothing to report
- (j) Tree Warden and Tree Survey – nothing to report
- (k) General Village Environment – Cllr T Bubb asked the BM to investigate whether the Zebra crossing could be improved with signs/better lighting/etc. Cllr C Shepherd informed the meeting that Cllr S Dark offered financial assistance towards the painting of the two bus shelters.

8. **Recreation Ground**

- (a) Five-Year Plan – No updates
- (b) Update on Skate Park – No updates
- (c) RoSPA Annual Inspection of Recreation Ground and Skate Park – No updates
- (d) Condition of Electric Box and water tap - see item 4(o)

9. **War Memorial and War Memorial Gardens** – Cllr C Shepherd confirmed the Warning Sign was still on the War Memorial Railings. Cllr C Shepherd explained that the work required on paving would require advice from specialist companies and this would be revisited in January.

10. **Climate Change and Biodiversity** – Cllr B Anderson informed the meeting that he would be writing an article for Village Voice outlining how the work on the transect at Elizabeth Way had affected the butterfly species and numbers as his monitoring showed 12 to 13 different species with an overall count of 100 butterflies.

11. **Rangers** – the BM was asked to contact NCC Highways regarding clearing out the gullies on all roads within Dersingham but in particular Old Hall Drive.

12. **Correspondence**

12.1 Request for funding from Hedgehogs R Us – Cllr A Watkins informed the meeting that this supplier was not a registered charity and a decision was made not to proceed.

13. Open the meeting to allow Public Participation – none present

14. Items for inclusion on the next agenda

- 14.1 Paving at War Memorial
- 14.2 Lettering on War Memorial

15. Any item for Facebook - none

16. Date of next meeting – Monday 8th January 2024 in the Loft

With no further business the meeting was closed at 20:10pm

Action Points to be completed.

Business Manager

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- (b) To carry out preparations for a new tree survey (including the trees in the recreation ground) to be commissioned. To ask Cllr M Shepherd for a list and map of all Dersingham Parish Council owned trees.
- (c) To prepare a combined contract/specification for Grass Cutting in readiness for new tenders for the end of 2024 and to include ensuring the area between the Village Sign adjacent to the land belonging to United Charities is cut including cutting back the brambles.
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Councillor B Anderson

- (a) To bring a report to January's meeting outlining the benefits of red streetlights for bats

Councillor M Ward

- (a) To bring a report listing all benches which required repainting