

**Minutes of the meeting of Dersingham Parish Council held on
24th September 2007 at Dersingham Infant and Nursery School at 7.00pm**

Present: Cllrs A Bubb, K Manship, R Murrell, J Riches, P Burall, V Brundle
R Brackstone, J Houston, A Chapman, R Johnston and A Smith

In attendance: The Clerk

Parishioners: Seven

10324 Apologies for absence

County Cllr Mrs J Eells

10325 Declarations of Interest

Cllr Bubb (planning application 07/01841/F)

Cllr Johnston (employer of David Lee)

Cllr Brackstone (Item 10 War Memorial)

10326 Verbal report from Norfolk County Councillor

Cllr Mrs Eells had given apologies for absence from the meeting.

10327 Minutes of the Dersingham Parish Council Meeting held on 30th July 2007

a. Approval of Minutes

Cllr Burall asked that Minute 10312 be corrected to “legal action can be taken.” Clerk corrected the Minutes. **With this correction, resolved that the minutes be accepted.**

b. Matters arising

i. 10301 Correspondence from Land Registry had not yet been received.

ii. 10313p A letter of thanks had been received from Dersingham PCC

iii. 10313v James Pond sign – Enforcement Team advised that they have no problem

iv. Christmas lights

Clerk advised that three quotes had been provided, ie £4127.50 for lights, not fitted; £4330.55 for lights, not fitted; and MHB Services Ltd £498.75 per tree, total £6500. MHB Services Ltd would connect the Christmas lights to the streetlighting supply. After the initial purchase of the lights there would be just an annual connection charge. Cllr Burall expressed concern that there was no evidence that the lights would last more than one season, and that there was no budget provision for this level of expenditure. Cllr Chapman suggested an illuminated Christmas tree could be a cheaper alternative, but Cllr Bubb advised that this had been considered but regulations rendered it not possible. Cllr Burall proposed that this project was not taken further until it had been considered as part of the budget, seconded by Cllr Johnston. 9 in favour: one against. **Resolved that this project was not proceeded until it has been considered as part of the budget.**

Cllr Johnston expressed concern at the potential large expenses facing the Council and considered the Financial and General Purposes Committee should decide on priorities. Cllr Burall considered Village Voice should contain an article asking the parishioners if they would prefer expenditure on the playground or the Christmas lights. Cllr Murrell considered that the cost of providing lighting for 13 trees or one illuminated tree should be included in the article.

- v. 10304 Clerk had heard nothing further regarding the School Council.
- vi. 10297 Cllr Johnston sought clarification on contact numbers and was advised that the blackberry number had been handed out.
- vii. 10312 Cllr Johnston asked if any progress had been made and the Clerk advised that the Highways Engineer would be checking Dodds Hill and Fern Hill.
- viii. Cllr Brackstone expressed concern that he had raised the problem of the road drain in Windsor Drive twice to County Cllr Mrs Eells but no action had been taken. Clerk to contact Highway Engineer.

10328 Minutes of the Dersingham Parish Council Meeting held on 16th August 2007

- a. Approval of Minutes. **Resolved that the Minutes be accepted.**
- b. Matters arising
 - i. Cllr Manship expressed concern regarding parking for funerals if Church Lane was closed.

10329 Minutes of the Finance and General Purposes Committee held on 13th August 2007

- a. To consider recommendations made to full Council:
 - Minute 334 – Resolved to approve**
 - Minute 335 – Resolved to approve**
 - Minute 336 – Resolved to approve.**
 - Minute 338 – Committees.** Cllr Burall had prepared a report recommending that the Finance and General Purposes Committee continue but with added responsibility for considering quotations and tenders. He proposed that the Strategic Development Committee be dropped, and the merged Recreation and Environment Committee be separated again to form two committees. The Recreation Committee would be responsible for the playground, etc, and the Environment Committee for bus shelters, etc. Each of the committees would have five members. Cllr Burall proposed these recommendations be approved, seconded by Cllr Murrell. 9 in favour: one against. **Resolved that the recommendations be approved.**
 - Minute 341 – Resolved to approve.**

10330 Minutes of the Finance and General Purposes Committee held on 3rd September 2007

- a. To consider recommendations made to full council under Minute no 351, 352 and 354
9 in favour: 2 against. **Resolved to approve recommendations.**

10331 Minutes of Communications Committee held on 3rd September 2007

- a. To consider recommendations made to Council under Minute no 332
Co-option
Resolved that Cllr Chapman and Mr Smyth be co-opted to stand on the Committee.
Data
Resolved that distribution of Data be achieved by Councillors and volunteers.

10332 Crime Statistics Report

Crimes reported to 24th September 2007 were seven incidents of theft, three incidents of criminal damage and one burglary to a dwelling.

10333 War Memorial

Cllr Manship wished to record thanks to Mr Leach for the work carried out on the Memorial. Clerk advised that quotes had been difficult to obtain. Two quotes had been obtained to carry out the work excluding the fencing and electricity supply. These were for £16,750 and £19,750. Quotes had been obtained for the fencing (£4556), ironwork (£4320) and sleepers (£522). The Clerk advised that £1000 had been budgeted for this project, but grant applications could be made; she advised that the fencing had already been purchased. Cllr Houston considered that the project would have to be presented as one parcel in order to obtain grant funding. Cllr Brundle considered that the groundwork should be carried out prior to the fencing. Cllr Burall considered that the fencing be erected. Cllr Manship proposed that the fencing is erected with a wired gap. **Resolved that the fencing be erected with the gap beneath temporarily filled.**

10334 Land in Crisp Close

The Clerk advised that she was waiting for Land Registry to confirm ownership of the land.

10335 Buses

Cllr Chapman expressed concern regarding the reliability of the bus service. She considered Council should write a letter of complaint. The Clerk advised that she had contacted the Passenger Transport Unit.

10336 Community Centre

Cllr Bubb considered that a Management Committee should be set up. Cllrs Bubb and Smith offered to stand on the committee. The Clerk advised that quotes had been obtained to repair the rotten window:
£150 for attaching a hinge and pumping in resin to repair
£540 to replace the wooden window
£270 to replace the wooden window
Cllr Burall proposed that the £150 quote be accepted. **Resolved to accept the quote for £150 to attach a hinge and pump resin into the existing window.**

10337 Committees

Cllr Bubb invited Cllrs to come forward to form the committees.
Cllr Chapman offered to join the Finance and General Purposes Committee.
Cllrs Houston, Brundle, Brackstone, Manship and Murrell wished to form the Recreation Committee. Cllrs Bubb, Chapman and Smith offered to form the Environment Committee. **Resolved that the committees be comprised of these Councillors with further possible additions.**

10338 Bus shelter

Cllr Bubb advised that felt tiles were periodically replaced on the two brick bus shelters, but the wood beneath the tiles was now rotten. Quotes had been obtained for repair of the shelters, all were for slate tiles, felt, battens and

downpipes but the quotes were £1600, £2900 and £3600. Cllr Burall enquired as to budget provision and the Clerk advised that £1000 had been included in the budget for a new bus shelter and £250 for repairs. **Resolved that the £1600 quote be accepted and the repairs be funded using all the £1250 bus shelter budget.**

Cllr Bubb advised that Mr James, manager at Budgens, is interested in the provision of a bus shelter, litter bins and recycling facilities. **Resolved that a meeting be arranged between Mr James and the Environment Committee.**

10339 Social Club

The Social Club sought consent to erect a smoking shelter. Cllr Manship proposed that consent be granted. **Resolved that the Social Club can erect a smoking shelter.**

10340 Village Hall

Cllr Bubb adjourned the meeting to allow Nigel Kelk to address the meeting. Mr Kelk advised that a meeting had been held on site with the surveyor, designer and planning agent. Calvert, Brain and Fraulo had quoted a cost of £5980.00 plus disbursements and VAT for the four stages of conceptual design, planning, building regulations and construction management. Mr Kelk was looking to the Council for £6000 funding. Mr Kelk was advised that more quotes would need to be obtained. In response to Cllrs questions, Mr Kelk advised that architects fees, archaeological surveys, geological surveys and a three dimensional survey were included in the quoted price. The building would be 450 sq m, have a pitched roof, it may not be possible for it to be a two storey building, and would be as eco-friendly as finances allowed. Mr Kelk expected the project to take 4-5 years. Cllr Burall proposed that the bid be considered by the Finance and General Purposes Committee. Cllr Houston proposed that Council be provided with the minutes of meetings held. **Resolved that the bid for funding be considered by the Finance and General Purposes Committee, and Council be provided with minutes of meetings held to discuss the village hall project.**

Chairman thanked Mr Kelk and reconvened the meeting.

10341 Home Watch

The Clerk advised that the meeting with Ed Moss had not yet been held. She considered that Council should set a meeting date and invite Ed Moss and the co-ordinators to attend. **Resolved that the Clerk liaise with Ed Moss.**

10342 Applications and Determinations

Applications

07/01485/F Mr M Baverstock

Torc Motors, Hunstanton Road, Dersingham

Application for demolition of existing garage/workshop and construction of five dwellings on site

Cllr Johnston proposed refusal, eight in favour: one against: one abstention

Recommendation: refusal

Reasons for refusal were that the development was not in proportion to the services available, there were restrictions on the type of properties allowable,

there were concerns regarding the building line and the gradient of the site, and objections to the use of black boarding in the design of the proposed properties.

07/01841/F Mr & Mrs Gray
71 Lynn Road, Dersingham
Application for two-storey extension to dwelling
Recommendation: approval

07/01707/F Mr C Marsh
25 Gelham Manor, Dersingham
Application for single storey extension to kitchen and lounge of dwelling
Recommendation: approval

07/01735/F Mr & Mrs Blake
The Old Manse, 2D Woodside Close, Dersingham
Application for construction of conservatory to dwelling
Recommendation: approval

07/01714/F Mr B Simmons
40 Lynn Road, Dersingham
Application for construction of first floor extension to dwelling
Recommendation: approval

07/01699/F Mr & Mrs S J Emerson
13 Burma Close, Dersingham
Application for single storey extension to dwelling
Recommendation: approval

07/01683/F Mrs C Rodwell
25 Hipkin Road, Dersingham
Application for construction of single storey front extension to dwelling
Recommendation: approval

Determinations:

07/00688/F Mr & Mrs B Mullarky
46 Chapel Road, Dersingham
Application for reconstruction of barn to form residential dwelling at Barn adjacent to No 46

Refusal

The Clerk advised that the applicants would be resubmitting; Highways are to inspect the roads again.

07/01311/F Mr & Mrs R E Clark
70a Manor Road, Dersingham
Application for construction of conservatory and garage extensions to dwelling

Refusal

The main reason for refusal was that the proposed extension would overlook the property to the west

07/01143/F Mr D Morton

1 Church Crofts, Dersingham

Application for single storey rear extension to dwelling

Refusal

The reason for refusal was that the proposed extension does not enhance a listed building

07/01532/F Mr & Mrs Guest

7 Brenda Collison Close, Dersingham

Application for construction of new conservatory following demolition of existing

Granted

07/01411/F Pigeon Holdings, New Health Centre, Revised Plans

Manor Farm Buildings

Granted

07/01296/F Mr & Mrs Gore

25a Hunstanton Road, Dersingham

Outline application for construction of four dwellings following demolition of existing dwelling

Withdrawn

10343 Verbal reports from Borough Councillors

Cllr Burall had left the meeting. Cllr Johnston advised that the NORA and marina projects were to be discussed at a meeting scheduled for 27th September. He invited questions from Cllrs. Cllr Manship enquired as to progress re enforcements. Cllr Johnston advised that the number of enforcement cases was increasing. Cllr Bubb expressed concern at wheelie bins being left in the centre of drives. Cllr Johnston had spoken with the refuse collection manager who would monitor the situation, but Cllr Johnston recommended that residents should complain personally. Cllr Brundle advised that if elderly residents need aid with wheelie bins they must notify the contractor. Cllr Houston asked if rumours regarding a refugee centre had any substance, Cllr Johnston had no knowledge of any proposal. Cllr Johnston advised that unadopted roads can be resurfaced by NCC contractors if the residents are prepared to pay.

Chairman thanked Cllr Johnston for his report.

10344 Correspondence

a. A letter of resignation had been received from Cllr Sergeant.

b. A letter had been received from a parishioner regarding Bank Road, Earl Close. Cllr Johnston had inspected the site, nice trees are being stifled by undergrowth.

c. A letter had been received from a parishioner regarding road markings and street signs on Queen Elizabeth Drive/Edinburgh Way. The letter had been passed to Highways.

- d. Invitation from Norfolk Association of Town and Parish Councils to attend a meeting at Brancaster Staithe on 30th October. Clerk and Cllr Bubb to attend.
- e. Norfolk Annual Emergency Preparedness Study Day 9th October. Cllr Houston to attend.
- f. Email and police response regarding disturbance in Valley Rise. A diary had been issued for the residents to record incidents.
- g. A letter had been received from Mott MacDonald re West Norfolk Bus Stop Clearways. **Resolved to approve the proposals.**
- h. A letter had been received from Borough Council regarding Planning Training and Information. **Resolved that Borough Council be advised that Dersingham Parish Councillors wish to attend the training.**
- i. Norfolk Waste Partnership Conference. No interest in attending.

The following list of correspondence was available to be viewed by arrangement with The Clerk:

- a. Email from WNVCA Stop Press
- b. Email from NCAPTC regarding Queens Award for Voluntary Service
- c. CPRE – Green Building Days
- d. WNVCA Food Fortnight
- e. Letter from Borough Council standards Committee re appointment of members
- f. Mills and Reeve Public Eye
- g. Email regarding CleanupUK questionnaire
- h. Norfolk Rural Community Council – A Sense of Place
- i. Hunstanton Area Local Action Group Minutes and Agenda
- j. Email from Grantmaking Forum
- k. Email from Borough Council regarding workshops relating to Community Building Management
- l. Leaflet from Swift Fire Security
- m. Norfolk Rural Community Council training programme
- n. CPRE The Fieldwork
- o. Email from Norfolk Rural Community Council – Community Toolkit
- p. FENS food and flower festival
- q. West Norfolk Centre for Independent Living
- r. NCC SAM – Speed Awareness Message
- s. Letter from East Anglian Air Ambulance
- t. Norfolk Parish Training partnership – initial training for clerks and Councillors
- u. Norfolk Link
- v. NALC – Building the Future of Local Communities
- w. KLWNBC –Standards Committee Panel Hearing
- x. Clerks and Councils Direct
- y. Furnitubes
- z. NCAPTC Village Core Programme – Community Shops
- aa. NCAPTC Licensing Act 2003
- bb. Email re Safer Neighbourhood Teams
- cc. Email re telephone scam
- dd. Norfolk Rural Community Council – Supporting Local Communities
- ee. Energy Saving Trust – Village Green 2008
- ff. Norfolk Wildlife Trust – Notable trees of Norfolk survey

- gg. Norfolk Police Authority – Citizen Focus Committee meeting
- hh. Email from Norfolk Rural Community Council – Rural Post Offices
- ii. Broads Authority – invitation to apply for membership
- jj. BCKLWN – Mayor’s Awards for Design in the Environment
- kk. NCAPTC – Birthday Honours 2008
- ll. Age Concern – letter and Annual Report

10345 Accounts for payment

Clerk sought authorisation for the following payments:

	Cheque No	£ Amount
Dark Side Technologies Ltd – Broadband	D/D	9.99
D Lee – cleaning contract	3692	185.00
MHB Services Ltd – streetlighting contract	3693	284.47
Mrs I Woods – minute taking 24/09/07	3694	30.00
Salaries September	3695/3696	1437.50
Inland Revenue	3697	360.42
Norfolk Pension Fund	3698	342.16
Petty cash	3699	28.07
St Cecilia’s - room hire	3700	75.25
Southern Electric – streetlighting	3701	448.59
Heronwood Landscapes	3702	706.76
Anglian Newspapers – Village Voice delivery	3703	114.63
Mrs A Moore – mileage claim	3704	15.62
British Telecom – telephone bill	3705	161.76
Johnston’s Ironwork Ltd – noticeboard backing	3706	17.27
Clanpress – printing Village Voice	3707	1147.50
Dersingham PCC – Village Voice Live room hire	3708	84.00
Mr D Lee – general maintenance	3709	65.00
Mr D Lee – grasscutting x 3	3710	750.00
Mrs S Bristow – various expenses	3711	58.86
Mrs S Bristow – mileage	3712	11.16

This authorisation was granted.

Resolved that the payments be authorised.

10346 Date and place of next meeting

29th October 2007 at Dersingham Infant and Nursery School

There being no further business Chairman closed the meeting at 9.25pm

Parishioners Comments

A member of Dersingham Recreation Activity Group advised that the summer event had been successful with £500 profit. An event was planned for 11th December at Thaxters coffee shop. Cllr Burall considered that Village Voice should contain an article with photographs, and an advert for the December event.

The playing field repairs had not been done. The Clerk advised that manufacturers were unwilling to give quotes, as the equipment was very old. A company in Suffolk will mould new seats. It may be possible to obtain repairs in wood. The Clerk is to

have a meeting with a bespoke contractor for another quote. The skatepark is scheduled to be repainted during the coming week.

Cllr Burall advised that 50 people had responded to the solar heating survey. There have been 23 installations with two more planned.

The saplings in the wire at the recreation ground have not been removed. Cllr Bubb advised that he had asked Mr Lee to carry out the work. The Clerk will speak to Mr Lee.

A parishioner asked if the exclusion of the public and press at the September meeting had been necessary. The Clerk replied that it had been necessary as a staffing issue was to be discussed.

Two mature oak trees had been felled at the Torc Motors site.

Christmas Lights – this had been discussed for years with no resolution. A parishioner suggested a Christmas Market, with stalls run by parish organisations, be held in Budgens car park to raise funds. Cllr Bubb to contact Budgen's manager and WI.

Traffic should be stopped for Remembrance Day service. Cllr Brackstone said that this had been organised.

CITB should be approached re resurfacing of war memorial ground. Clerk advised that CITB had been approached but had been advised that the trainees are not sufficiently experienced.

Royal British Legion to produce posters advertising the times of Remembrance Day service.

Agendas should be sent by email. Clerk considered demand could be excessive. Cllr Johnston suggested the agenda be available on the website.

A parishioner commented on the variability of quotes received.

Cllr Manship advised that the groups are full of silt.

Cllr Murrell advised that the standard of grasscutting around the Church Hall is poor. Cllr Bubb advised it is the responsibility of the PCC. A letter will be sent to PCC.

A Leylandii hedge is obscuring the corner of White Horse Drive. Clerk to contact Borough Council.