

**Minutes of the meeting of Dersingham Parish Council held on
25th February 2008 in Dersingham Infant and Nursery School at 7.00pm**

Present: Cllrs A Bubb, K Manship, R Johnston, P Burall, R Murrell,
R Brackstone, A Chapman, J Houston, V Brundle, A Smith
In attendance: The Acting Clerk
County Cllr J Eells
Parishioners: Sixteen

10407 Apologies for absence

None

10408 Declarations of Interest

Cllr Johnston (employer of David Lee)

**10409 Minutes of the meeting of Dersingham Parish Council held on
28th January 2008**

a. Approval of minutes

Resolved that the Minutes be approved.

b. Matters arising

Minute 10385

Cllr Manship enquired re the naming of St Nicholas Court. Cllr Johnston advised that considerable efforts had been made to have the area named "Mews" or "Barns" but to no avail.

Minute 10401

Cllr Bubb advised that a meeting had been held with PC Fryett who recommended a letter be sent to residents in areas of irresponsible parking pointing out the danger of their cars being damaged.

**10410 Minutes of the Environment Committee meeting held on
4th February 2008**

a. Minute 12

Cllr Manship sought approval for streetlights to be "adopted" by residents. Residents would be invited to accept responsibility for reporting streetlight faults such as outages and dayburners to the parish office. **Resolved that the adoption of streetlights be introduced, Cllr Manship to prepare an article for Village Voice and the Press.**

**10411 Minutes of the Finance and General Purposes Committee meeting held on
18th February 2008**

There was nothing to be considered by Full Council.

10412 Crime Statistics Report

During the period 29th January to 24th February two crimes took place. These were one assault, investigation completed, no arrests; one incident of criminal damage, offender arrested on scene. Cllr Manship advised that graffiti had been painted around Dersingham on 18th February. The Acting Clerk advised that the crime had been reported and the Clean Up team advised. The Dersingham and Gayton Neighbourhood Current SNT Priority Taskings were presented.

10413 Reformation of Recreation Committee

Cllr Brundle considered that the purchase of replacement play area equipment merited the reformation of the Recreation Committee. Chairman invited Councillors to indicate an interest in standing on the Recreation Committee. Cllr Houston, Cllr Brundle and Cllr Murrell indicated willingness to stand on

the Committee. Cllr Manship advised that he and Cllr Murrell had attended a meeting with children from Dersingham Infant & Nursery School, St George's School and Smithdon High School and invited their preferences. A plan drawn up by the children was on display, together with illustrations of examples of play equipment. Cllr Murrell advised that the children wanted a very high slide set in a grassed mound. **Resolved that the three members of the Recreation Committee liaise with the children to produce a plan indicating their preferences for new equipment.**

10414 Applications and Determinations

Applications

08/00226/F Mr R Clarke

Two storey extension to dwelling at 60 Manor Road, Dersingham

Resolved to recommend refusal on grounds that the proposed extension would result in loss of light to the adjacent property, a loss of privacy to dwellings to the west and the scale of the development was disproportionate to 60 Manor Road.

08/00242/F Mr E Colman

Construction of porch at 29 Robert Balding Road, Dersingham

Resolved to support

08/00137/F Sandringham Estate

Conversion of agricultural barn to residential dwelling at Sheep Dip Barn, Off Ling House Road, Doddshill, Dersingham

Resolved to support

Determinations

07/02598/F Mr S Williamson

Extensions and alterations at 10 Doddshill Road, Dersingham

Granted

07/02639/F Mr & Mrs White

Extensions to dwelling at 24 Saxon Way, Dersingham

Granted

07/02560/F Mr M Gelder

Construction of dwelling at land to rear of 50 & 52 Chapel Road, Dersingham

Granted

Other planning matters

07/02561/O Mr & Mrs Fielding

Outline application for construction of 7 dwellings following demolition of existing dwelling at 24 Station Road

Withdrawn

10415 Verbal report by Norfolk County Councillor

County Cllr Eells advised that Norfolk County Council had agreed a council tax rise of 3.75%. The terms of reference of the Boundary Committee dealing with the unitary authority project had been agreed. The Boundary Committee would make their recommendations to Government by 31st December. With regard to the Lyng House Road sign, Cllr Eells advised that work had been carried out by Anglian Water and the sign would be reinstated, hopefully soon. Cllr Eells was thanked for her efforts in obtaining haloes around the crossing beacons outside Budgens, and was asked to pass on thanks to the Highways engineer. Cllr Eells was advised that parking on grass verges seems to be

acceptable to the authorities. Cllr Burall proposed that a letter be sent to Norfolk County Council, with copies to Norfolk County Association of Town and Parish Councils and Norfolk Police, advising that this situation was unacceptable. Cllr Houston enquired as to the system for white lining the roads. Cllr Eells advised that she understood white lining was on a rolling programme, but would make enquiries.

10416 Verbal reports by Borough Councillors

Cllr Johnston

Cllr Johnston advised that the Boundary Committee for Norfolk and Suffolk would be making the decisions re unitary status; it is unlikely that the status quo would be retained. The Boundary Committee would be meeting with the chief executives of the councils on 25th February and the Borough Council Task Force would be meeting on 26th February. The Boundary Committee were tasked to make their recommendations by 31st December 08.

Cllr Burall

Cllr Burall advised that with regard to the sign in Viceroy Close there was a funding shortage causing a backlog for sign provision. The Borough Council had agreed the level of council tax, it was set at £1078 for a band D property. The Police have increased their share by 8.7%. With regard to the Sandringham View open space, work has begun and it was hoped it would be completed by the end of March. A small play area will be incorporated. Cllr Burall expected there would be consultation with regard to the trees along the verge in Philip Nurse Road. He advised that once the work is completed, Borough Council will take over the whole area. Cllr Burall advised that the Chief Executive intended to resolve outstanding requests for conservation areas following the appointment of consultants in June 2007. With regard to the proposed one-way system for Church Lane, Cllr Burall advised that he understood this was part of the original planning consent but he would make further enquiries and advise Cllr Eells. Chairman invited Councillors to ask questions and Cllr Manship asked if there was a need to submit old requests for enforcement following the introduction of the new system and Cllr Bubb asked if there was a master list. Cllr Burall advised that a list existed which he would prioritise. He advised that Councillors were the point of contact for enforcement requests.

10417 Correspondence

- a. Borough Council – email of property addresses for St Nicholas' Court Passed to Cllr Bubb for inclusion in Village Voice.
- b. Safer Neighbourhood Team – email re Local Action Group meeting
- c. Norfolk County Council – Norfolk Minerals and Waste Local Development Framework

Cllr Eells advised that there were two proposed sites near Snettisham.

- d. Borough Council – complaints re Development Services

A letter received from Amy Wiseman, planning enforcement, was presented. Borough Council are introducing a new complaints procedure. A list of Council meeting dates was requested in order that it could be ensured that responses are received in time for presentation at council meetings. **Resolved that a list of the meeting dates be sent to Borough Council.**

- e. Village Hall Working Party – Council approval sought for appointment of architect Richard Waite

A copy of the letter had been circulated to all Councillors. Cllr Burall enquired as to the brief that had been given to the architect. Cllr Bubb, member of the Village Hall Working Party, advised that the architect had been given the requirements for users of the hall and asked to consider using the present footprint. It was expected that some activities, eg badminton, would be carried

out at other venues. Cllr Houston advised that he had come forward when three Parish Councillors were invited to form the Working Party but had not been invited to attend any meetings or received any agendas or minutes. Cllr Houston considered Council should be provided with the minutes of the Working Party meetings. **Resolved that Nigel Kelk be contacted and asked if the minutes of the meetings could be provided, the minutes then to be circulated to all councillors, and responses re appointment of the architect be returned to the parish office.**

f. Norfolk County Association Town & Parish Council – retirement of Stuart Chaplin

g. Norfolk Rural Community Council – “Field Days”

A two-session event will be held on 13th March and 27th March re managing play areas.

h. RoSPA play equipment inspection

Play equipment inspections are also provided by Norfolk County Services who offer a discount for NPFA members. **Resolved that Norfolk County Services be contacted.**

i. Play equipment quotes

Since the Recreation Committee had been reformed it was **resolved that the purchase of new equipment be the remit of the Recreation Committee.**

j. and k. Letters from two parishioners re blocked drains in Mountbatten Road
Letters received from two parishioners were presented. Problems have arisen regarding the drains passing under the road to the main sewer. Cllr Murrell advised that there had been subsidence in the road. **Resolved that copies of the parishioners’ letters be sent to Anglian Water, Environment Agency and Highways.**

l. Borough Council – Local Development Framework consultation workshops
A workshop will be held in Leziate on 1st March 08. Cllr Bubb to attend.

m. CPRE planning advice

A letter received from Rosemary Bryan, CPRE West Norfolk, was presented, advising on planning matters.

n. Norfolk Waste Partnership

The Norfolk Waste Partnership conference will be held in Norwich on 23rd October 08

o. Borough Council – casual vacancy poster

A poster advertising the vacancy on the Council has been displayed.

p. Samaritans – funding appeal

A request for funding has been received from the Samaritans. A grant application form has been forwarded.

q. Tapping House hospice – funding appeal

A request for funding has been received. A grant application form will be forwarded.

The following list of correspondence was available in the parish office to be viewed by arrangement with the Acting Clerk

a. West Norfolk Voluntary and Community Action – Development Team

News, Volunteer Centre News, West Norfolk School for Parents, In Touch

b. Whitehouse Enterprises – urban & rural outdoor furniture brochure

c. BT – changes to Calling Plan

d. CPRE – Norfolk Voice winter 2008 issue

e. Taylor-Made – play equipment brochure

f. Equanet – Advanced Solutions

g. West Norfolk Voluntary & Community Action – database

h. Norfolk County Association of Town & Parish Councils – “Norfolk Link”
no 164

i. Norfolk Waste Partnership – Your Rubbish, Your Choice

- j. Enjoy England – St George’s Day celebrations
- k. SMP Freeplay – play equipment brochure
- l. The Playing Field – winter 07/08 issue
- m. HAGS – Fit for Life leaflet
- n. Park House news
- o. WNVCA – Lite Touch Feb 08
- p. Churches Together – migrant workers’ rights/problems
- q. Common Threads – play equipment leaflet
- r. Play Today – issue 61

10418 Accounts for payment

Authorisation was sought for the following payments:

	Cheque No	£
Tiscali – broadband	D/D	41.26
PT Ryan – Community centre lease	3786	587.50
Southern Electric – streetlighting power	3787	407.81
MHB Services Ltd – streetlighting maintenance	3788	284.47
D Lee – cleaning contract	3789	185.00
A Bubb – Chairman’s expenses	3790	19.79
Clanpress – Village Voice	3791	1314.96
Mrs I Woods – postage stamps	3792	12.24
Dersingham Infant & Nursery School – room hire	3793	69.00
Mrs I Woods – salary to 17.02.08	3794	713.28
Mrs A Moore – salary February	3795	368.46
Community Centre insurance	3796	89.12
Petty cash	3797	23.86
Mrs S Bristow – salary January	3798	1114.51
Mrs S Bristow – salary February	3799	818.17
Inland Revenue – January	3800	339.79
Inland Revenue – February	3801	201.94
Norfolk Pension Fund – January	3802	379.97
Norfolk Pension Fund – February	3803	245.11
D Lee – maintenance work Bank Road	3804	25.00
Farrer & Co – work on lease renewal	3805	170.37
BT – telephone	3806	118.09

Resolved that this authorisation be granted.

10419 Date & place of next meeting

Monday 31st March 2008 at St Cecilia’s Church

Parishioners’ comments

Several residents of Prince Charles Close and Prince Andrew Drive were present to express concerns regarding the storage of building materials in the garden of No2 Willow Drive. The residents sought advice regarding the 2006 refusal of consent to store building materials and damage to the road by plant and equipment. Cllr Burall advised that a re-application could be made and that issues concerning roads were usually the responsibility of NCC but he believed the road was unadopted. Concerns were also expressed regarding the filling-in of a dyke in Prince Charles Close by Mr Suiter. An Environment Agency officer was to ensure the dyke was unblocked. Cllr Burall considered that a letter be sent to Environment Agency to ensure that this important dyke was kept unblocked. The residents also expressed concern that a boundary fence had been removed. Cllr Burall was not aware of regulations re fence removal but would investigate.

A parishioner expressed concern that Mr North was again parking on the grass at the top of valley Rise. A letter to be sent to Mr North.

A parishioner expressed concern that vehicles were being parked on the grass outside the chip shop. Cllr Burall advised that NCC and the Police were unwilling to take action unless motorists' visibility was blocked.

A parishioner considered that the approval of the architect should have been an agenda item, not an item of correspondence.

A parishioner asked for clarification of the roles of the Clerk and Acting Clerk. Cllr Bubb explained that the Acting Clerk was covering the Clerk's maternity leave, although the Clerk was still carrying out her duties as Responsible Financial Officer. It would be made clear in Minutes which clerk was being referred to.

The cost of the Tiscali direct debit was challenged.

A parishioner expressed concern regarding appointments at the surgery.

Cllr Murrell expressed concern regarding the snowman competition in Village Voice. There had been 26 instead of 25, he expected an apology in the next issue.

A parishioner asked if Parish Councillors could be given a place on the agenda for their comments to ensure Parishioners time was reserved for parishioners.

There being no further business Chairman closed the meeting at 9.40pm