

**Minutes of the meeting of Dersingham Parish Council held on 30<sup>th</sup> June 2008  
in St Cecilia's Church at 7.00pm**

**Present:** Cllr R Johnston, Chairman; Cllr K Manship, Cllr A Bubb,  
Cllr J Houston, Cllr V Brundle, Cllr A Smith, Cllr D McNeil  
**In attendance:** The Acting Clerk  
**Parishioners  
and Press:** Four

**10481 Apologies for absence**

Apologies for absence were received from Cllr P Burall, Cllr A Chapman,  
Cllr R Brackstone, Cllr R Murrell and County Cllr J Eells

**10482 Declarations of Interest**

Cllr Johnston – employer of David Lee  
Cllr Houston – member of Royal British Legion  
Cllr Brundle – member of Royal British Legion

**10483 Minutes of meeting of Dersingham Parish Council held on 27<sup>th</sup> May 2008**

a. Approval of Minutes

**Resolved to approve the Minutes as a true record.**

b. Matters arising

**Minute 10465**

Cllr Brundle asked when the road marking work would be carried out.  
Cllr Smith expressed concern that there was no indication when the work  
would be carried out on various requested Highway matters. **Resolved that a  
letter be sent to Cllr Eells seeking an indication of the likely time scale.**

*Action: Acting Clerk*

Cllr Smith expressed concern regarding the proposed work on the Post Office  
Road/Chapel Road junction. This had been discussed by the Environment  
Committee who would prefer the area to be cobbled for minimal maintenance,  
Cllr Smith was concerned at the possible cost of maintaining the area. Council  
were consulted on their preference for this junction and the preferred option  
was for a cobbled area with shrubs. **Resolved that David Bullock and Cllr  
Eells be advised of Council's preference for this junction.**

*Action: Acting Clerk*

Chairman proposed that, as the Minutes of the Environment Committee held  
on 2<sup>nd</sup> June 08, and the Minutes of the Finance, General Purposes and  
Administration Committee held on 10<sup>th</sup> June 08, had not yet been approved by  
their committees, they should not be considered by Full Council. All in  
agreement. **Resolved that these Minutes be included on the agenda for the  
first Full Council meeting following approval by their own committees.**

**10484 Crime Statistics Report**

PC Adrian Fryett had provided statistics for the period 28<sup>th</sup> May 2008 to  
25<sup>th</sup> June 2008. There had been one assault, the offender to be interviewed;  
two incidents of theft, one of milk, one of office fittings; one incident of  
criminal damage to a fence panel; and three incidents of criminal damage to  
vehicles.

#### **10485 Verbal report from Norfolk County Councillor**

Cllr Eells had sent her apologies for absence, advising that all matters that had been raised with her were being progressed. Cllr Bubb asked that a letter be sent to Cllr Eells asking what progress had been made regarding the Library sign and asking when the maintenance of the area in front of the Tithe Barn would be carried out. **Resolved that a letter be sent to Cllr Eells.**

Action: Acting Clerk

#### **10486 Verbal report from Borough Councillors**

##### **Cllr Johnston**

Cllr Johnston reported that the Boundary Committee would advise their preferred options at 7am on 7<sup>th</sup> July 2008. A short consultation period would follow with a decision sent to the Minister in September 08. Cllr Johnston was also concerned at the proposals to close post offices. Although Dersingham Post Office was not threatened with closure, he was concerned that the closure of post offices would ultimately result in the closure of the general stores in which they were housed. Borough Council were considering ways of supporting the shops, perhaps by installing Community Information Points or Community Information Centres. Means were being investigated as to how to bring long-term empty houses back into use. Cllr Johnston invited questions and Cllr Smith expressed concern regarding the Green Space Strategy consultation. Cllr Smith and Cllr Bubb had been delegated to respond to the document by the Environment Committee. Cllr Smith criticised the time scale of the consultation, the unnecessarily glossy draft document and the interviews on which the Draft Strategy was based. **Resolved that Borough Cllr Johnston advise Borough Council of the concerns of Cllr Smith and Cllr Bubb.**

Action: Cllr Johnston

#### **10487 New bus shelters**

Cllr Houston had requested discussion of the new bus shelters. Cllr Houston considered that the new bus shelters outside the Recreation Ground and opposite Thaxters were not the design approved by Council and shown to parishioners. Cllr Houston circulated photographs of the bus shelter he believed had been selected. Cllr Bubb considered that the new bus shelters were of a similar design. Cllr Manship, Chair of Environment Committee, advised that the bus shelters project had been discussed for three years with no progress made. It had been resolved by the Environment Committee to purchase the two shelters which were of the preferred type, were within the budgeted cost, and it was very likely that a 70% grant would be obtained for at least one shelter from the Passenger Transport Unit. There were no seats in the shelters as seats encouraged anti-social behaviour. Cllr Brundle considered Full Council should have discussed the bus shelters before an order was placed. Cllr Houston expressed concern that the paving slabs at the Hunstanton Road bus shelter were a trip hazard and could cause problems for wheelchairs. Cllr Johnston and Cllr Manship agreed to inspect the paving and if necessary recall the contractor.

Action: Cllr Johnston, Cllr Manship

#### **10488 Village Hall Working Party notes**

The arranged meeting to discuss this matter had been cancelled due to failure to obtain a quorum. Cllr Houston had requested inclusion as an agenda item

and proposed that the matter be discussed with the public and press excluded.  
All in favour. **Resolved to discuss at the end of the meeting with the public and press excluded.**

## **10489 Planning applications and determinations**

### **a. Applications**

**08/01339/F** Mr & Mrs A Merrilees

Extension to dwelling and construction of garage at 8 Fern Hill, Dersingham  
This application had been considered at a site meeting held on 12<sup>th</sup> June 2008

**Recommendation: approval**

**08/01200/F** Mr Roger Clark

Two storey extension to dwelling at 60 Manor Road, Dersingham  
This application had been considered at a site meeting held on 12<sup>th</sup> June 2008

**Recommendation: refusal**

The reasons for refusal were that the proposed extension overlooks the neighbours from a westerly aspect, and from the easterly aspect cuts out light from the neighbouring property.

**08/01437/F** Mr James Garner

DAC Property Construction Ltd, Melody Close, Sileby, Loughborough, Leics  
Construction of four dwellings and garages following demolition of existing dwelling and outbuildings at Babingley House, 70, Lynn Road, Dersingham  
This application had been considered at a site meeting held on 12<sup>th</sup> June 2008

**Recommendation: refusal**

The reasons for refusal were that the loss of a vernacular building was deplored; there were concerns regarding vehicles from the proposed four dwellings accessing the highway on a bend; no report had been submitted regarding a bat colony; there were concerns regarding the possible risk of contamination from underground fuel tanks; the shop may be subject to a change of use; and the wall may be the subject of a preservation order.

**08/01539/F** Mr Kerry Sharland

The Jannochs, 9 Jannochs Court, Dersingham  
Single storey extension with conservatory and detached cartlodge at The Jannochs, 9 Jannochs Court, Dersingham

Five in favour of refusal : two in favour of approval

**Recommendation: refusal**

Reasons for refusal were that the application was for the same area as the previous application and there were concerns that the garage could potentially be used as accommodation.

**08/01553/F** Mr & Mrs Yates

King Edwards Road, Ware, Herts  
Single storey extension and alterations to dwelling at 18 Brook Road, Dersingham

Five in favour of approval : two abstentions

**Recommendation: approval**

**b. Determinations**

**08/01047/F** Mr W Rand

c/o Mr A Parry, Delamere, Lime Kiln Road, Gayton, King's Lynn PE32 1QT  
Extensions to dwelling at 23 Woodside Avenue, Dersingham

**Granted**

**08/00960/F** Mr Allen Aitken

c/o Fenland Design, 33 Torn Acres, Lynn Road, Dersingham  
Two storey and single storey extensions to dwelling at 6 Woodside Avenue.  
Dersingham

**Granted**

**08/0129/O** Dr Andrew Fielding

c/o Stuart Henley & Partners, 18 Friern Park, London

Outline application: construction of six dwellings following demolition of existing dwelling at 24 Station Road, Dersingham

**Granted**

Concern was expressed that there was no mention in the determination document of the construction of a wall separating the proposed development from Brenda Collison Close. This had been the principal consideration for this application. **Resolved that a letter be sent to the case officer seeking an explanation.**

Action: Acting Clerk

**c. Other planning matters**

**08/01092F** Mrs PM Rockett

Construction of dwelling and detached garage and construction of garage to existing dwelling at 69 Hunstanton Road, Dersingham

Council had recommended approval of this application but the case officer was recommending refusal. Cllr Johnston sought the consent of Council to support the application at the Development Control Board on 7<sup>th</sup> July 2008.

**Resolved that Cllr Johnston make a statement in support of the application.**

Action: Cllr Johnston

**10490 Correspondence**

a. Norfolk County Council – the Local Transport Plan delivery seminar will be held on 15<sup>th</sup> July 2008 at Mattishall. Cllr Johnston advised he may attend.

b. Norfolk County Council advised that there will be temporary road closures in Church Lane from 30<sup>th</sup> June 2008. Notices had been displayed in the parish noticeboards.

c. Borough Council – the Housing and Private Sector Housing Strategy Consultation Day will be held on 17<sup>th</sup> July 08 at the Professional Development Centre, King's Lynn. Cllr Johnston advised he will attend.

d. SLCC/NCAPTC - Summer Conference will be held on 22<sup>nd</sup> July 08 in Norwich, cost £40.00. Cllr Houston wished to attend.

e. Heacham & District Community Car Scheme – a letter received from Mrs Marilyn Madgett, Secretary, was presented. Financial aid and more volunteer drivers were sought in the Dersingham area. Cllr Bubb advised he would attend the next meeting of the Car Scheme and would include a request for more drivers in Village Voice.

- f. Norfolk Rural Community Council – the AGM will be held on 16<sup>th</sup> July 08 at Mileham. No Councillor wishes to attend.
- g. Borough Council – Tree Preservation Order 2008 No 4 had been served on Mr & Mrs Gore, 25a Hunstanton Road, Dersingham. Cllr Bubb, Tree Warden, advised there was no need to respond.
- h. Norfolk Playing Fields Association – the AGM will be held on 17<sup>th</sup> July 08 at Hempnall. No Councillor wishes to attend.
- i. Borough Council – the Local Government Review meeting will be held on 9<sup>th</sup> July 08 at King’s Lynn. Cllr Johnston and Cllr Bubb to attend.
- j. PT Ryan – the Community Centre Lease is completed and an invoice for £411.25 has been received. PT Ryan have offered to store the original document. Cllr Johnston proposed this offer was accepted. **Resolved that PT Ryan be advised that Council wish for them to store the original document.**

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

- a. NRCC – “Signpost”
- b. Glasdon – products brochure
- c. CPRE – “Fieldwork” June 08
- d. NCC – “Your Norfolk” June 08
- e. NCC – “Norfolk Matters”
- f. Norfolk Community Foundation – grants
- g. Manpower – Manpower Employment Outlook Survey
- h. College of West Anglia – summer activity programme
- i. Fenland Leisure Products – play equipment leaflet
- j. Broads Authority – broads reed and sedge bursary scheme 2008
- k. Borough Council – Community Information Point locations
- l. Borough Council – Standards Committee agenda
- m. mutamarq – DIY marquee erection
- n. WNVCA mailing & Lite Touch

#### **10491 Financial matters and authorisation of payments**

##### **a. Approval of Annual Return for year ending 31<sup>st</sup> March 2008**

Cllr Johnston signed and dated the Statement of Accounts and sought Council’s approval in the completion of the Annual Governance Statement. Cllr Johnston signed and dated the Statement on behalf of Council. **Resolved that the Annual Return be approved.**

##### **b. Appointment of Internal Auditor**

The appointment of Mrs G Watt as Responsible Financial Officer has necessitated the appointment of an interim Internal Auditor. Cllr Houston proposed that Mr Peter Box be appointed Internal Auditor. All in favour. **Resolved that Mr P Box be appointed Internal Auditor. Acting Clerk to advise Mr Box of his appointment.**

Action: Acting Clerk

### c. Payments

Authorisation was sought for the following payments

	<b>Cheque No</b>	<b>Amount</b>
<u>May</u>		
Inland Revenue – May salaries	3870	37.04
NCAPTC – Planning Conference fee	3871	20.00
<u>June</u>		
Tiscali – Broadband	D/D	39.98
BT Payment Services Ltd – telephone	3872	131.92
Southern Electric – street lighting power contract	3873	505.90
Viking Direct – stationery	3874	106.18
MHB Services Ltd – street lighting maintenance	3875	284.47
Heronwood Landscapes – grasscutting Recreation ground	3876	122.79
Clanpress – printing Village Voice	3877	1405.00
Autocross Plastics – provide & install two bus shelters	3878	6656.38
Anglian Water – water charge – 6 mths – Recreation ground	3879	29.00
Audit Commission – audit fees 2007	3880	470.00
Mrs G Watt – Responsible Financial Officer fee to 18.06.08	3881	153.00
Mrs I Woods – salary to 22.06.08	3882	891.60
A Bubb – cash float for Village Voice Live	3883	100.00
Salaries - June	3884/3885	822.04
Norfolk Pension Fund – staff pension contributions	3886	88.12
A Bubb – mileage to Wayland Prison with village sign	3887	36.27
Mr D Lee – cleaning contract	3888	200.00
Mr D Lee – grounds maintenance	3889	710.00
PT Ryan & Co – legal fees re Community Centre lease	3890	411.25
Bridgeworld – concrete slabs for new bus shelters	3891	290.00
Petty Cash - postage stamps	3892	27.00
Petty Cash – imprest account	3893	4.12
J Houston – mileage to attend conference	3894	26.78
Dersingham PCC – hire of Church hall	3895	84.00
Dersingham Infant & Nursery School – hall hire	3896	23.00

Cllr Houston proposed that payment of cheque no. 3891 be withheld until Council is satisfied with the paving at the new bus shelters. All in favour.

**Resolved that payment to the contractor be withheld.**

**Resolved that the payments be authorised.**

### **10492 Date for next meeting**

Monday 28<sup>th</sup> July 2008 in St Cecilia's Church at 7.00pm

### **Parishioners comments**

A parishioner was concerned that the footpath behind Broadlands Close was very overgrown. Acting Clerk had also received a complaint and had visited the footpath, Cllr Bubb advised County were responsible and Cllr Eells should be informed.

A parishioner commented on the footpath between Mountbatten Road and Gelham Manor. Cllr Bubb advised it had been resurfaced with shingle purchased by Council, and spread by the Task Force.

A parishioner raised the subject of the website and Cllr Bubb advised he was currently researching website provision.

A parishioner explained that a Council representative trustee on Dersingham United Charities does not have to be a Councillor. This was confirmed by the Acting Clerk who had consulted Mrs Ruth Mountain.

A parishioner asked if there was any further information regarding the possible schools reorganisation. Cllr Johnston advised that no new information was available.

A parishioner commented on the condition of the building on the sportsground.

A parishioner advised that articulated lorries were using Prince Charles Drive. Cllr Bubb advised that there was a 7.5 ton weight restriction on this road and a letter should be sent to Mr Suiter advising that vehicles of this size are not permitted.

A parishioner commented that the grass bank beneath the hedge between the Coach & Horses and the Church Hall was encroaching on the path, restricting the width. Cllr Bubb advised this was a County responsibility and Cllr Eells should be informed.

A parishioner commented that the grass was cut in Sandringham Road but not close around the posts, etc. Cllr Bubb advised this was a County responsibility and Cllr Eells should be informed.

A parishioner asked why the new bus shelters faced different directions. Cllr Manship advised that this was to provide protection from the prevailing wind and to prevent damage to bus wing mirrors.

A parishioner asked for more detail regarding the Open Day. Cllr Bubb advised the Open Day would be held on 20<sup>th</sup> September 08 in the Community Centre.

A parishioner asked for information regarding bus service to the new surgery. Cllr Johnston advised that Council had considered the provision of bus stops at the surgery.

Parishioners identified two parking problems - parking on the grass verge opposite the fish and chip shop, and parking on the corner outside No1 Duck Decoy Close. Sgt Crown to be advised.

Cllr Brundle advised that CITB had been approached to carry out groundwork at the Memorial Garden. Cllr Manship advised that the show gardens would be available after the Sandringham Flower Show. The Acting Clerk advised that a letter had been sent to Chris Bamfield, Borough Council, asking to be considered to receive a show garden.

