

**Minutes of meeting of Dersingham Parish Council held on Monday 30<sup>th</sup> March 2009 in Dersingham Infant & Nursery School at 7.00pm**

**Present:** Cllr P Burall, Cllr A Bubb, Cllr Brackstone, Cllr R Murrell, Cllr J Houston, Cllr V Brundle, Cllr A Smith, Cllr D McNeil

**In attendance:** Acting Clerk  
Clerk  
County Cllr J Eells

**Parishioners:** Fourteen

**10635 Election of Vice Chairman**

Vice Chairman Cllr Burall took the Chair and explained that the Chairman Cllr Johnston was in hospital. He asked for nominations for Vice Chair for the meeting. Cllr Brackstone proposed Cllr Smith. All in favour. **Resolved that Cllr Smith be elected Vice Chairman for the meeting.**

**10636 Apologies for absence**

Apologies for absence were received from Cllr Johnston, Cllr Manship, Cllr Chapman, Cllr Maxwell and Cllr Berry. Cllr Murrell advised that Cllr Manship was very poorly and was in hospital.

**10637 Declarations of Interest**

Cllr Brundle declared a prejudicial interest in planning application 09/00410/F

**10638 Minutes of the meeting of Dersingham Parish Council held on 23<sup>rd</sup> February 2009**

a. Approval of minutes

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

b. Matters arising

**Minute 10618 White line outside Post Office**

Cllr Burall reported that whilst all the road markings had been repainted in Hunstanton Road, the white line outside the Post Office had not been painted.

**Minute 10619 Life Wood footpath**

Cllr Burall advised that the Life Wood footpath was still not open. Norfolk County Council were to obtain a court order, with costs charged to the landowner.

**10639 Minutes of meeting of Recreation Committee held on 20<sup>th</sup> January 2009**

**Minute 56 Rededication of War Memorial ceremony**

Cllr Burall considered that Recreation Committee should present a budget for the rededication ceremony to FGP&A Committee on 9<sup>th</sup> April. Cllr Houston, Chairman of Recreation Committee, advised that he expected the cost to be approximately £100, and would prepare a budget for presentation to FGP&A Committee.

**10640 Minutes of meeting of Finance, General Purposes and Administration Committee held on 2<sup>nd</sup> February 2009**

Recommendation to Full Council under minute 69

Resolution that Council use services within the parish, following tendering for the service, wherever this is possible. All in favour of endorsing this recommendation.

**10641 Minutes of meeting of Environment Committee held on 9<sup>th</sup> February 2009**

There were no recommendations to Full Council.

#### **10642 Crime Statistics Report**

A crime statistics report had been received for the period 24<sup>th</sup> February to 30<sup>th</sup> March. There had been three incidents of criminal damage; a fence, a window and a building alarm. One theft of a bird bath had been reported. The Clerk reported that the skatepark had been vandalised the previous day, probably with a lump hammer. The Police were aware and a crime number allocated. Council's insurers had been advised and had agreed to pay for the repairs. It was expected that the repairs would be carried out on 1<sup>st</sup> April. Cllr Houston had fenced off the skatepark using security fencing currently used around the War Memorial.

#### **10643 Report from Norfolk County Councillor**

Cllr Eells began her report by apologising for Highways not painting the white line outside the Post Office and advised she would be investigating. She advised that £24 million had been recovered by the Government for dampening. Cllr Eells had also researched the reasons why the Coasthopper bus did not pass through Dersingham. First bus currently provide a service from Dersingham to King's Lynn and Hunstanton and passenger numbers on the First buses could be reduced. Services were also timed to meet trains at Sheringham and King's Lynn and there were concerns that train connections could be lost if the length of the Coasthopper journey was increased. It was not believed that bus passengers were disadvantaged financially by the Coasthopper service not being available. Cllr Eells agreed to provide a copy of the report for Cllr Chapman who had raised the matter. Cllr Eells advised that County had been awarded £91million to improve household waste disposal. Cllr Eells advised that there were concerns that certain food supplements could present a health risk. Cllr Eells ended her report by advising that she had recently attended an excellent presentation on offshore wind turbines.

Cllr Burall thanked Cllr Eells for her report.

#### **10644 Reports from Borough Councillors**

##### **Cllr Johnston**

Acting Clerk presented a written report provided by Cllr Johnston. Cllr Johnston outlined the report issued by Boundary Committee on 19<sup>th</sup> March. The latest proposals were for a Unitary Authority for the whole of Norfolk, but without Lowestoft; and for a Unitary Authority for a Greater Norwich, with another for the rest of Norfolk. Representations are required by 14<sup>th</sup> May. The report claimed the status quo was not generally supported. Cllr Johnston advised that the Court of Appeal had published its findings and had upheld the case to force the Boundary Commission to reconsider its processes re consultation and financial justification. Some of the Appeal costs have been awarded against the Committee. Despite this, the Boundary Committee will keep to their timescale and programme, so a complaint will be made to the Parliamentary Ombudsman. If the Parliamentary Ombudsman were to uphold the case, the Secretary of State could withdraw the proposals or impose a unitary system. There were also concerns that a Bill could be brought forward while Parliament was in recess, and slipped through. Cllr Johnston also expressed concern regarding the expensive possibility of two sets of elections within a year, since County Council elections are to be held in June, with Unitary elections possibly held the following year. Cllr Johnston advised that the proposals would be opposed and the present two-tier system promoted.

Cllr Burall sought Council's view and all were in favour of delegating Cllr Johnston to continue to represent Council with regard to Local Government Reorganisation.

##### **Cllr Burall**

Cllr Burall reported that there is no longer a Dog Warden but work previously carried out by the Dog Warden is now the remit of Environmental Services. Environmental Services actively try to catch dog owners who do not clear up after their animals. Cllr Burall urged parishioners to report offenders who can then be prosecuted.

#### **10645 Dersingham Village Social Club**

Cllr Burall advised that a Business Plan had been received that day from Dersingham Village Social Club. Although there had been no opportunity to carefully study the document, it appeared that DVSC had been losing money for two years. Cllr Burall had emailed copies of the Business Plan to FGP&A members. DVSC requested that the rent due on 1<sup>st</sup> April was postponed until October 2009, and proposed that the full rent due on 1<sup>st</sup> October was paid, with the postponed rent paid back in monthly instalments from October onwards. Cllr Burall considered that time was needed to study the Business Plan, and proposed that a decision re the rent postponement was delegated to FGP&A on 9<sup>th</sup> April. He proposed that an invoice be issued for the rent due on 1<sup>st</sup> April 2009 in case DVSC went into receivership. All in favour. Cllr McNeil asked that all Council members receive a copy of the Business Plan. **Resolved that the decision regarding the rent postponement be delegated to FGP&A and a copy of the Business Plan be circulated to all Council members.**

#### **10646 Budget for War Memorial Area Enhancement Project**

Cllr Burall advised that Council had not officially approved the budget for the War Memorial project. Cllr Brackstone expressed concern that pavers were being used for the project, he was worried about possible vandalism. Cllr Houston advised that the materials being used were those approved by Borough Council, grant provider. Cllr Burall proposed that Council approve a budget of £12000. All in favour. **Resolved to approve a budget of £12000 for the War Memorial Area Enhancement Project.**

#### **10647 Financial Regulations**

Copies of the revised Financial Regulations had been circulated to all Council members. Cllr Houston expressed concern that Village Voice finances were not specifically mentioned in the Financial Regulations. Cllr Burall considered that it was not necessary to include specific Council functions. Cllr Burall proposed that the Financial Regulations were adopted. All in favour. **Resolved to adopt the revised Financial Regulations.**

#### **10648 Disciplinary and Grievance Appeals Committee**

Cllr Burall advised that FGP&A Committee considered that a Disciplinary and Grievance Appeals Committee should be set up, and all Council members had been invited to come forward. Acting Clerk advised that Cllr Chapman had advised that she was prepared to sit on the committee. Cllr Brackstone, Cllr Brundle and Cllr McNeil came forward. Cllr Burall advised that although a committee of three was required, it would be useful to have a pool of four Councillors to draw from. The committee would elect a chairman each time the committee was required to meet. **Resolved that Cllrs Chapman, Brackstone, Brundle and McNeil form a pool from which the Disciplinary and Grievance Appeals Committee would be drawn if required.**

#### **10649 DCB decision re Babingley House, reference bat survey – Cllr Smith**

Cllr Smith apologised for being absent from the February Full Council meeting. She was concerned that it had not been a condition of the determination when DCB agreed to the demolition of Babingley House that a bat survey be carried out, despite a bat survey being recommended by Dersingham Parish Council. Cllr Smith had sought the advice of a bat specialist who advised that it was likely that bats were present, given the location of Babingley House. Cllr Smith proposed that Council adopt a policy whereby a bat survey is requested whenever a planning application concerns the demolition of a property. Cllr Burall proposed that a letter be sent to Borough Council seeking their policy on bat surveys. All in favour. **Resolved that Council adopt a policy whereby a bat survey is requested when the demolition of a property is considered and the policy of the Borough Council re bat surveys is determined.**

## **10650 Planning applications and determinations**

### **a. Applications**

**09/00410/F** Mr Douglas Gravener

Dove Lodge, Woodside Avenue, Dersingham, King's Lynn, PE31 6QB

Extension to dwelling to create self contained annexe – variation of condition 2 at

21 Woodside Avenue, Dersingham

Cllr Brundle had declared a prejudicial interest and left the room.

**Recommendation: support**

**09/00376/F** Mr G Billard

1 Edinburgh Way, Dersingham, King's Lynn, PE31 6JJ

Proposed construction of new three bedroom single storey dwelling at 1 Edinburgh Way,

Dersingham, King's Lynn, PE31 6JJ

**Recommendation: support**

**09/00140/F** Amendment

Two storey extension to dwelling at Quince Cottage, 28 Chapel Road

**Recommendation: support**

**09/00542/A** Alliance Boots

Advert consent for replacement fascia at Alliance Boots, 1 Jubilee Court, Hunstanton Road, Dersingham

**Recommendation: support**

**09/00518/F** Mr B Ransom

New study and garden room at The Retreat, 4 Heath Road, Dersingham

**Recommendation: support**

### **b. Determinations**

**08/02480/O** Mr Mark Cotton c/o SDS Design, Flitcham Barns, Abbey Road, Flitcham,

King's Lynn, PE31 6BT

Outline application: construction of two dwellings following demolition of existing dwelling at 30 Woodside Close, Dersingham

**Refused**

**09/00168/F** Mrs K Greatorex c/o Matt Sturgeon, Monkey Puzzle,

Nursery Lane, North Wootton, King's Lynn, PE30 3QB

Demolition of existing conservatory down to dwarf wall & reconstruction in solid masonry and tiled roof at 17A Heath Road, Dersingham

**Granted**

### **c. Other planning matters**

**APP/V2635/A** Mr M Cotton

Outline application: Construction of two dwellings following demolition of existing dwelling 30 Woodside Close, Dersingham

Responses were required by 6<sup>th</sup> May 2006. **Resolved that a letter be sent advising that**

**Council had supported Mr Cotton's planning application and supported his appeal.**

**08/02746/CU** Mr & Mrs Holland

Change of use of open grass area to domestic garden with erection of enclosing timber fence at land west of 21 Post Office Road, Dersingham

Development Control Board would be considering this application at a meeting to be held on

6<sup>th</sup> April at 10.30am. Council had recommended refusal of this application. Cllr Bubb advised that he would be willing to attend the meeting. **Resolved to delegate Cllr Bubb to attend the meeting to represent Council.**

#### 10651 Correspondence

- a. **Borough Council – letter and map re proposed Conservation Area**  
Copies of the map of the proposed Conservation Area had been circulated to all Council members and a copy was on display at the meeting. Cllr Burall proposed that this be included as an agenda item for Annual Parish Meeting, to which Conservation Officer John Selby should be invited, an article be included in Village Voice and Sandringham Estate be advised of the proposals. All in favour. **Resolved to include Conservation Area as an agenda item for Annual Parish Meeting.**
- b. **Borough Council – Local Development Framework Core Strategy consultation**  
Responses were required by 6<sup>th</sup> April 09, but all considered there was no need to respond to the consultation.
- c. **Borough Council - letter and DVD re recent parish training events**  
Cllr Bubb offered to view the DVD and report back to Council.
- d. **Borough Council - letter re e-consultation on planning applications**  
All agreed that Council did not possess the necessary facilities to enable planning applications to be considered in this way. Clerk to advise Borough Council.
- e. **Hunstanton Local Action Group – appeal for financial support for Awareness Day**  
£1000 is needed to fund an Awareness Day. All agreed this should be considered by FGP&A at 9<sup>th</sup> April meeting.
- f. **West Norfolk CPRE - AGM 23 April South Quay, King’s Lynn**  
All Council members are entitled to attend the AGM. Cllr Burall asked that the Clerk advise all absent Council members about the meeting.
- g. **St John Ambulance – completion of course**  
The Clerk had successfully completed the first aid course. The Clerk advised that a first aider should be present at events, such as Village Voice Live.
- h. **Norfolk ALC – 31 March Old Hunstanton 10.00 – 12.00**  
No Council member intended to attend.
- i. **Standards Committee – Member/Officer protocol**  
To be filed for reference
- j. **Borough Council Legal Services – Guidance notes on making a complaint under the Code of Conduct re a Member’s behaviour**  
To be filed for reference
- k. **Borough Council - letter and map re ditch at Edinburgh Way**  
A map of the ditches had been received. Cllr Brackstone and several residents of Edinburgh Way had expressed concern that the contractors had not taken away the debris removed from the dyke. Acting Clerk advised that she had contacted Nathan Reed at Borough Council but had been advised that removal of the debris had not been included in the contract. Cllr Burall proposed that Nathan Reed be asked to attend a site meeting to which all Council members and relevant residents are invited. All in favour. **Resolved that a site meeting be arranged, at 6.00pm, meeting outside 15 Windsor Drive.**
- l. **Norfolk County Council - Road Traffic Regulation Act Order re Bus Stop Clearways**  
Notices advertising the Orders had been displayed in parish noticeboards. Council had no objection to the Order.
- m. **Borough Council - Dog Control Order Formal Consultation**  
A Dog Control Order consultation is being held regarding Hunstanton beach.
- n. **Borough Council – letter re risk assessments on Open Water**  
Council did not consider there were any areas in the parish that constituted a risk

- o. WNVCA – inclusion in Directory of Services  
Resolved to continue to be included in the Directory.**
- p. Letter from parishioner re inconsiderate parking**  
A letter received from a parishioner was presented. **Resolved that the letter be passed to PCSO's and the parishioner advised.**
- q. email from parishioner re Life Wood footpath**  
An email received from a parishioner, concerned that the Life Wood footpath was still closed, was presented. **Resolved that the parishioner be advised of Cllr Burall's report re Life Wood footpath.**
- r. Letter re Guides Centenary**  
A letter had been received from the Guiders asking if crocus bulbs could be planted in a flower bed at the War Memorial as part of the Centenary Celebrations. There would be no cost to Council. All in favour. Cllr Houston advised that provision would be made for the planting.

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

- a. Clerks and Councils Direct issue 62
- b. Standards Board for England – “Standard” issue 4
- c. Park House – newsletter
- d. Tapping House – posters
- e. CPRE – “Fieldwork”
- f. CPRE – “Countryside Voice”
- g. Norfolk RCC – “Signpost” Vol 3 issue 1
- h. RoSPA – play equipment inspections
- i. NPFA “The Playing Field”
- j. WNVCA – Lite Touch
- k. Norfolk Parent Partnership – service for parents/carers with special needs
- l. Rural Services Community – newsletters
- m. Dog's Trust – poster & leaflets
- n. LexisNexis – confirmation service

## **10652 Financial matters and authorisation of payments**

Authorisation was sought for the following payments:

<b>March</b>	<b>Cheque</b>	
	<b>No</b>	<b>£</b>
Borough Council of King's Lynn & W Norfolk – dog bin emptying	4059	415.91
British Telecommunications – telephones	4060	112.64
Information Commissioner – renewal of registration	4061	35.00
Cheque cancelled	4062	0.00
MHB Services Ltd – streetlight maintenance contract	4063	278.42
Tiscali – Broadband	DD	39.12
G Watt – Acting Responsible Finance Officer – fee to 18 Mar 09	4064	233.91
D Lee – cleaning contract	4065	200.00
I Woods – Acting Clerk – fee to 22 Mar 09	4066	941.48
Salaries, income tax and NIC	4067/4069	1,919.66
Norfolk Pension Fund	4070	285.30
Southern Electric – street lighting power contract	4071	433.89
P Box – Honorarium – internal audit yr to 31 Mar 09	4072	100.00
Dersingham Infant School – room hire for meetings	4073	92.00
Neat Ideas Quill – stationery	4074	65.21
Viking Direct – stationery	4075	57.16

Witley Press – print Dersingham Data and map	4076	1,583.00
Cheque cancelled	4077	0.00
G Watt – cash for postage stamps	4078	90.00
I Woods – postage stamps	4079	11.22
G Watt – petty cash imprest	4080	29.80
A Moore - mileage	4081	15.26
A Bubb – mileage	4082	18.78
D Lee – maintenance contract	4083	160.00
Clanpress – printing Village Voice issue 57	4084	1330.00
W Harrold – Village Voice Live	4085	200.00
A Bubb – Chairman’s allowance - gifts	4086	30.50

Cllr Burall advised that a payment of £1887.77 would be made to Norwich Union on receipt of invoice. It had been resolved to change insurance provider so the contract with Allianz would not be renewed on 1<sup>st</sup> April.

Authorisation of payments was granted, cheques signed by Cllr Bubb and Cllr Brackstone.  
**Resolved to authorise payments.**

### **10653 Expression of thanks**

Cllr Burall expressed thanks to the Acting Clerk for covering the Clerk’s maternity leave and asked that this be minuted.

### **10654 Date of next meeting**

Monday 27<sup>th</sup> April 2009 in Dersingham Infant and Nursery School at 7.00pm

There being no further Council business Cllr Burall closed the meeting at 8.30pm

### **Parishioners comments**

Parishioner Brian Read, who operates the Village Fryer, asked for copies of letters from people who had complained that he was using the DVSC car park for his fish and chip business. He considered that, as DVSC were not being paid, subletting was not taking place. He believed the DVSC was owned by the parish. He wished to know what laws or byelaws were being broken by his use of the DVSC car park. Cllr Burall advised that Parish Council owned the DVSC and the terms of the lease did not permit sub letting. Steve Sweeney, Vice Chair of DVSC, considered that no sub-letting was taking place, and DVSC were not in breach of their contract. Cllr Burall agreed to look further into the matter.

Residents of Edinburgh Way expressed concern that they were to have riparian ownership of the dyke behind their properties. Cllr Burall advised that their complaint is with the Borough Council. One resident produced a document regarding ownership of the dyke, a copy was given to the Clerk. Cllr Burall advised that this matter would be discussed under correspondence.

A parishioner considered that the Parish Council should encourage local businesses, such as the Village Fryer.

Mrs Lyn Wheeler, on behalf of local Guiders, asked if bulbs could be planted in the War Memorial garden area. Acting Clerk advised that a letter had been received. Cllr Burall advised that this matter would be discussed under correspondence.

Cllr Bubb enquired if the First Responders were still operational. No-one present was aware.