

**Minutes of meeting of Dersingham Parish Council held on Monday 27 July 2009 in Dersingham Infant & Nursery School at 7.00pm**

**Present:** Cllr A Bubb, Cllr Brackstone Cllr Sergeant, Cllr A Smith, Cllr Chapman, Cllr P Burall, Cllr V Brundle, Cllr J Houston, Cllr Berry, Cllr Manship & Cllr D Murrell

**In attendance:** Clerk  
County Councillor J Dobson  
Borough Councillor R Johnston

**Parishioners:** Sixteen

**10705 Apologies for absence**

Apologies for absence were received from Cllr S Rumens and Cllr A Smith as she was going to be late.

**10706 Declarations of Interest**

Cllr Burall declared a prejudicial interest in Item No 9 & No10 and Cllr Chapman declared a personal interest in Item no 16.

Cllr Smith arrived at the meeting at 7.20pm.

**10707 Crime Statistics Report.**

The Clerk read out the following:

For the period of 1 July 2009 to 24 July 2009 for Dersingham

2 X Criminal Damage

4 x Theft from motor vehicles there is a suspect on Police Bail for similar offences.

1 x Common Assault. There is an offender for this offence waiting to be dealt with.

**10708. Minutes of the Dersingham Parish Council Meeting held on 29 June 2009**

a. Approval of minutes

**Resolved to approve the Minutes as a true record and duly signed by the Chairman after the following amendment. Cllr Smith said Item No 10693 she was of the opinion that the accounts would not be agreed until the differences with Mrs Watt and the RFO had been achieved and all parties are happy. Cllr Burall said that the meeting was due to take place on Thursday.**

b. Matters arising

**Minute 10698 Grievance Policy.** Cllr Burall said that this was currently in draft and needed to be checked with the Staff and then go back to FGP&A Committee.

**10709 Minutes of the Communication Meeting held on 22 April 2009**

Cllr Chapman said that she had brought up via email that she did not agree as reported in the minutes about the Noticeboard notices. The Clerk said that this was reported to the minutes. Cllr Bubb said that he had asked Ask Frames if the office noticeboard could go on this outside wall. The gentleman was going to ask his landlord and if it was fine with them it was fine with him.

**10710 Minutes of the Environment Committee Meeting held on 8 June 2009**

Cllr Chapman asked what was happening about the Library Sign. Cllr Smith said that it was on the list and would not be forgotten.

**10711 Minutes of the Finance and General Purposes Committee Meeting held on 15 June 2009.**

- a) To consider recommendations made to full Council under minute no 151 War Memorial. **It was resolved to take this item at the end of the meeting excluding press and public.**

**10712 Minutes of the Environment Committee Meeting held on 23 June 2009**

Nothing to report.

**Cllr Burall having declared his interest left the room for the next two agenda items and Cllr Sergeant took the chair.**

**10713 Applications and Determinations:**

Applications:

09/01125/F A F Blakemore & Sons Ltd, 49 to 51 Hunstanton Road, Dersingham. Application for 2 x illuminated fascia and 2 x illuminated projecting signs. **It was resolved to recommend approval.**

09/01250/F Mr G Coton, 17 Woodside Close, Dersingham. Application for extension to dwelling. **It was resolved to recommend approval.**

09/01235/F Mr & Mrs Bradley, 8 Manorside, Dersingham. Application for construction of detached bungalow with integral garage. **It was resolved to recommend approval.**

09/01136/O Mr R Lefevre, 75A Manor Road, Dersingham, King's Lynn. Application for construction of three bedroom cottage and alteration to main access. **It was resolved to recommend refusal on the grounds of access and over development of the site.**

09/01228/CU Sandringham Estate, Hill House Farm, Fern Hill, Mill Road, Dersingham. Application for change of use of redundant farm building to storage and distribution use for Sandringham Foods. **It was resolved that no decision could be made on this until we know what kind of vehicles is to be used.**

Determinations:

09/00873/F Mr M Dady. Application for construction of detached double garage at Inisfree 10 Park Hill, Dersingham. – **Granted**

09/00903/F Norfolk Constabulary, 43 Manor Road, Dersingham. Application for Replacement of windows and alterations to entrance.- **Granted**

The Clerk said that she had received a letter regarding 1 Chapel Road going to the Development Control Board on Monday 3 August. **It was resolved for Cllr Smith or Cllr Houston to possibly attend.**

**10714 Procedure for Dealing with Conservation Area Proposal.**

The Clerk said that she had received an email from one Parishioner and a letter from another Parishioner regarding the conservation area. These had been passed to Mr Selby and had been answered. The letter had given a reference to a guide, which she had printed off. The Clerk advised that Councillors should read this guide so everyone is fully aware before holding another meeting. **It was resolved for the Clerk to copy and this is sent around to all Councillors.**

**Cllr Burall rejoined the meeting.**

**10715 New Playground Equipment**

Cllr Burall said that there are three new pieces of play equipment to be put into the playground. Cllr Burall suggested that a meeting is needed with the contractor to agree where these pieces are to be placed. Cllr Brundle said that the Contractor knows where the equipment is to be placed. The Clerk said that the Contractor had contacted her, as they were not happy with the details set. **It was resolved for a meeting to be arranged.**

**10716 Guidance on Minuting Council & Committee Meetings.**

Cllr Burall said that he had produced a draft policy which everyone has a copy. It was proposed by Cllr Burall and seconded by Cllr Bubb that this policy is adopted. **It was resolved to adopt this policy.**

**10717 Planning the Council's Medium-Term Budgets and Finances.**

Cllr Burall said that the council have recently had to use some of their capital reserves on the War Memorial and Office move. This has affected our reserves so these need to be reviewed. **It was resolved for the FGP&A Committee to look into this and advise the Full Council.**

**10718 Community Centre**

Cllr Burall proposed that this item could be taken excluding press and public. **It was resolved to take this item at the end of the meeting excluding press and public.**

**10719 Village Hall**

Cllr Chapman wished to ask what was happening about a Village Hall. Cllr Smith said that this was given to the SWG but they had been busy dealing with the Office Accommodation, which had greatest urgency. Cllr Smith assured Cllr Chapman that the group would now be looking into the Village Hall. Cllr Burall asked that the Full Council is kept up to date with any progress. Cllr Smith agreed to report at each Full Council meeting.

**10720 Social Club**

Cllr Burall proposed that this item could be taken excluding press and public. **It was resolved to take this item at the end of the meeting excluding press and public.**

**10721 Office Premises**

Cllr Burall said that the Office was moving to a room in Collings Estate Agents, and would be there from the 3 August. Cllr Burall said that the council had signed up for 12 months and then it was 2 months notice from either party. The Clerk said that she had obtained quotes for office furniture.

**10722 To receive a verbal report from the Norfolk County Councillor**

County Councillor Dobson said that he had recently attended a meeting regarding the Norfolk County Council's finance. Unfortunately it was not good news as in 18 months time government funding will cease when the spending review will run out. Cllr Dobson said this would amount to about an 18% cut in spending so it was uncertain what budget would be given but the County Council are hoping not to have to cut services.

Cllr Dobson then went on to discuss highway issues, he had been to an induction session last week and it seems that the highways department is run efficiently. Cllr Dobson said that he hoped with him on board that taking up Parish Councils issues with the Highways Department would be easier and more effective.

Cllr Dobson said that issues need to be formally reported to the Clerk and then get approval of the Full Council and then they are put on a list and then this list is addressed by the Clerk and himself and we can monitor and push when necessary.

Cllr Burall asked about the white lines within the village. Cllr Dobson said that he had been told that this should be achieved within the next 3 or 4 weeks. It was suggested that due to Budgens junction and it was very dangerous and really should be achieved earlier to avoid an accident.

Cllr Bubb asked if there was a map/plan that we can have a copy of that shows all that Norfolk County Council are responsible for within the village. Cllr Dobson to check if one is available.

Cllr Dobson said that he was looking into the bus routes and the Surgery and the Mountbatten Estate. He would also look into the drainage as per the photographs given by a Parishioner.

Cllr Burall thanked Cllr Dobson for his report.

**10723 To receive a verbal report from the Borough Councillors.**

Cllr Johnston explained the latest on the Local Government Review. The Boundary Commission were unable to report to the Secretary of State on the 15 July and the meeting that was arranged for that evening at the Council Offices had to be cancelled. Cllr Johnston said that the results of the Mori Poll had been checked and the result was positive but no more details were available at the moment. Cllr Johnston said that it was now a waiting game.

Cllr Johnston said that on the other front the Borough Council were undertaking a service review and this is due to take quite a time to complete.

Cllr Burall said that the Borough Council have agreed to tidy up in front of the Tithe Barn.

**10724 Correspondence:**

- a. Letter from Norfolk County Council regarding Telephone No Changes. The Clerk said that Norfolk County Council numbers are now starting with 0344 instead of 0844, which is cheaper.

- b. Letter from Borough Council regarding Water Cycle Study Exhibition. This is taking place at the Green Quay in King's Lynn between the 30 July and 2 August.
- c. Letter from Borough Council regarding New Property Address. No 12 and 14 Doddshill Road will now be known as Queen Bee Cottage.
- d. Letter from Parishioner regarding Anglian Water and Drains. See Parishioners comments.
- e. Letter from Development Control Board re 1 Chapel Road. Dealt with in planning.
- f. Letter regarding the Takeaway at 48b Manor Road. The ladies in question have passed on to the Borough Council.

The following list of correspondence can be viewed by arrangement with the Clerk.

- a Wash Week 1 – 9 August 2009
- b Map of Public Right of Way Network
- c Letter from Friendship Care and Housing
- d The Playing Field and Various Play Equipment Leaflets
- e Norfolk Playing Fields Association Annual Report
- f Funding Opportunities from the Borough Council
- g WNVCA regarding NHS Norfolk Invite

**10725.** Accounts for payment

Please see separate sheet.

**10726.** Date, & Place of next meeting.

28 September 2009 at Dersingham Infant & Nursery School starting at 7.00pm

After Parishioners questions the press and the public were then asked to leave.

Please see confidential minutes.

Meeting closed by the Chairman at 9.20pm

## ACCOUNTS

### Money Banked

29 June	Social Club Rent (May)	416.67
29 June	Village Voice Advertisement	115.00
29 June	Village Voice Live	165.85
29 June	Insurance Monies for Skatepark	520.00
29 June	Money for Election	6.00
10 July	Village Voice Advertisement	327.00
10 July	Village Voice Live	24.81
24 July	Village Voice Advertisement	20.00
24 July	Social Club Rent (June)	416.67

### Expenditure July

	Cheque No	£ Amount
Heronwood Landscapes- Grasscutting	104156	120.18
Southern Electric – Energy for Street Lights	104157	465.31
David Lee – Cleaning Contract	104158	200.00
MHB Services Ltd – Street Lighting Contract	104159	278.42
Tiscali Broadband/Telephone	DD	18.24
Dersingham Infant School Room Hire	104160	125.00
E-On Energy Recreation Electricity	104161	0.21
Cash withdrawal for Village Voice Postage	104162	5.00
Land Registration for footpath by Budgens	104163	5.00
Salaries for July	104164/65	1532.14
Inland Revenue	104166	361.69
Norfolk Pension Fund	104167	362.65
A Moore Mileage	104168	28.25
S Bristow Mileage (training)	104169	119.60
SLCC Subscription	104170	145.00
Norfolk Association of Local Councils Summer Conference	104171	40.00
Flood Bros removal firm regarding Office Move	104172	110.00
Collings Estate Agents two months rent	104173	575.00
Norfolk Pension Fund to replace destroyed cheque	104174	362.65
Dersingham PCC Grant for Children Holiday Club	104175	200.00
Clanpress Printing Village Voice	104176	1845.00
KLWNBC Trade sacks for Rubbish	104177	50.00
Mr D Lee Grasscutting	104178	777.50
Liquidation Office Furniture Ltd	104179	672.75

### Expenditure August

David Lee – Cleaning Contract	104180	200.00
MHB Services Ltd – Street Lighting Contract	104181	278.42
Tiscali Broadband/Telephone	DD	17.61
Salaries for August	104182/83	1531.94
Inland Revenue	104184	361.89
Norfolk Pension Fund	104185	362.65
Collings Estate Agents one months rent	104186	287.50

## **Parishioner's comments**

### **Web Site**

A Parishioner asked when the minutes and agenda's would be on the web site. The Clerk said that she had not had time but hopefully would be able to update Mr Davies shortly.

### **Drains**

A Parishioner had sent a letter about the drains in the Manor Road area. The Lady said that the Clerk had asked Norfolk County Council regarding recent activity (digging roads up) around Manorside. The Clerk had been informed that it was not Norfolk County Council so this lady is now looking into EDF etc. Norfolk County Council had said that they believe the most likely cause is a Willow Tree. Cllr Brackstone said that he is trying to sort out the drainage in the Windsor Drive area. Cllr Brackstone said that he had been informed that Mr Suiter had filled in the ditch. The Parishioner asked if any one came into the Parish Office with a drain problem in her area could they please be given her details so that they can join forces. Cllr Burall agreed to this.

### **Litter Bin**

A Parishioner asked about the litter bin at the bus stop opposite Thaxters. The Clerk said that a litter bin is going to be placed there but we are waiting for the Borough Council who are supplying the bin and seating it.

### **Conservation Area**

A Parishioner asked what was happening about the Conservation Area. Cllr Burall said that it was on the agenda and would be discussed during the meeting.

After meeting.

A Parishioner asked that a Pro-Forma Letter be sent out in dealing with the communication for the Conservation Area. Cllr Sergeant said that this situation would be looked at.

### **Borough Councillor/County Councillor's reports**

A Parishioner said that usually the public are able to ask questions this did not happen tonight again. Cllr Burall apologies but he forgot to invite the public to ask questions again. He was sorry again and asked that parishioners remind him during the reports.

### **Parking**

A Parishioner asked what was happening regarding the parking on the verge at Valley Rise/Station Road. The Clerk said that Norfolk County Council were looking into giving the Borough Council a cultivation licence for this area.

### **Flooding**

A Parishioner handed County Councillor Dobson some photographs of flooding across the road at the new surgery and on Hunstanton Road opposite the recreation ground. The pictures were taken during the recent downpour. County Councillor Dobson to look into these areas.

### **Parish Office**

A Parishioner asked why the Social Club was not being used for the Parish Office. Cllr Smith said that it had been looked at but was unsuitable as access and security was a problem with several doors to negotiate to get to the room and if the club was being used eg a wake it was not appropriate for members of the public to have to walk through a private party.

### **Saplings**

A Parishioner said that there were lots of saplings coming up again around the recreation ground fence. Cllr Bubb to look into this.

### **Village Hall**

A Parishioner said that it was the boiler being a bio mass type, and collecting rainwater being good. Cllr Burall said that it would be a good idea to get UEA 's assistance if possible.