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**Minutes of meeting of Environment Committee held on 8 September 2009 in St Cecilia's Church at 7.00pm**

**Present:** Cllr A Smith, Cllr A Bubb, Cllr Berry & Cllr G Sergeant

**In attendance:** The Clerk

**Parishioners:** None

**84 Apologies for absence**

All present

**85 Declarations of Interest**

None received

**86. Minutes of meeting held on 13 July 2009**

a. Approval of Minutes

**Resolved for the Chair to sign the minutes as a true record after the following amendment. Minute 63, 55, 41, 34, 27, 14 Streetlight at entrance to Health Centre.** Cllr Bubb said that he would speak with Mr Stanton.

b. Matters arising

**Minute 77,63,55,41, 34, 22, 7 Dog waste bin sponsorship signs**

Cllr Berry said that he had spoken to Jolleys Pet Shop in King's Lynn and they were no longer interested as we are too far out of King's Lynn.

**Ongoing**

**Minute 90. Hedge in Holyrood Drive.** Cllr Berry advised that this is Sandringham's problem and is being dealt with.

**87. Current financial position**

The Clerk handed round copies of the current financial position. The Clerk was asked about the £65.00 spend from the General Maintenance budget. The Clerk said that she did not have the answer to hand but would run of a transaction report in the morning and get back to all present. Cllr Sergeant asked if this could be available at the next meeting. The Clerk said that she would pull a copy off and bring to all meetings in future.

**88 Areas of responsibility**

**a. Bus shelters**

The Clerk said that she had not heard anymore from Budgens regarding the planning permission. Also she had emailed the company who supplied the new bus shelters and asked Anita to chase while on leave. There was no email on her return and Anita had been too busy to chase. The Clerk also reminded the committee that the Bus Shelter Survey needs to be completed. **It was resolved for the Clerk to contact a lady in Valley Rise to ascertain if she would be willing to undertake.**

**b. Streetlights**

Cllr Smith said that another streetlight survey was needed and we needed to role out the "adopt a streetlight campaign" now that the

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winter is upon us. Cllr Smith said that she intended to promote at Village Voice Live. Cllr Bubb said that Cllr Manship was well enough to come back to help at Village Voice live and as the “adopt a Streetlight” was his baby originally he may wish to take this back. The Clerk said that it could also be promoted on a Friday via Bob’s Box at Budgens.

It was also felt that we should look into the possibility of solar power for our streetlights or having every other one on between 2am to 6.00pm? **It was resolved for the Clerk to ask our maintenance contractors for assistance. The Clerk said that it may be advisable to ask one of the contractor’s staff to come and talk at a meeting.**

**Minute 88, 63, 55, 41, 34, 27, 14 Streetlight at entrance to Health Centre.** Cllr Smith and the Clerk met with Mr Stanton regarding the streetlight by the new surgery. Mr Stanton is unable to help at present. The Clerk said that it might be helped by the lights above the give way signs that Mr Stanton has put in position. It was decided that this needed to be taken further. **It was resolved for it to be taken to Mr Dobson as in the first instance we need to find out what and where we would be able to put a light in connection with the highways eg glare etc.**

**c. Grasscutting**

The Clerk said that she had received a letter asking if they could tender for the grasscutting contract. The Clerk advised the committee that there was still another year of our current contact to run.

Cllr Sergeant said that the hedges/grass area just after the Community Centre was untidy. **It was resolved for the Clerk to ascertain who owns and to ask them to deal with it. If it belongs to the Community Centre it needs to come back to this committee or the Full Council.**

Cllr Sergeant said that the hedges around the pasture had partially been achieved why has it stopped. The Clerk said that she expects that it is a fill in job and they will eventually get to finish them off.

**d. Cleaning**

Nothing to report.

**e. Litter bins**

The Clerk said that she had emailed the person in charge of the library and had asked about the new litter bin at the library and they are in agreement. The Clerk also asked about the library sign and was informed that they were not prepared to make it smaller. **It was resolved for the Clerk to email again informing them that the sign was in the wrong position with regards to her comment regarding parking and emergency services.**

The Clerk passed on a letter that was passed on from Full Council regarding the litter bin on Heath Road. The Clerk said that it all happened while she was on leave, when the Borough informed her that it would not happen until she was back. Due to this the Clerk had not asked the Dersingham United Charities. The Charity had now cleared a place for the bin a bit further on. **It was resolved for the Clerk to check if this location was suitable for the Borough**

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**Council. If this site was not suitable then no bin to be put in place, and a notice put up that we were not responsible for the litter.** Cllr Berry said would it not be a good idea for the Parish Council to put up notices similar to the Borough Planning Notices to inform parishioners of things that were going to take place. **It was resolved for this to be recommended to Full Council.**

f. **Seats & benches**

Please see item k.

g. **Dog waste bins**

The Clerk said that she still has not received the Dog Bin Survey. Cllr Smith promised to email to the Clerk later. The Clerk said that she had produced a dog bin sponsorship order form and had received the form back from Sunnyside, and has been trying to return the a call from Mill House but the lady is never there during our office hours at present the Clerk will continue to try. **It was resolved for Cllr Berry to contact Pets at Home over possible sponsorship.** Cllr Bubb to work on sticker for bins.

The Clerk explained about the damage to the bin at Dodds Hill Road opposite no 10. The Clerk had been to see the owner of No10 regarding the damage cause by a trailer entering his property. The Clerk was given the name of the Developer but has been unable to trace him. The Clerk then wrote back to the owner asking for the Developers details. When the Clerk had not heard anything for quite a while she issued the owner with a bill to replace the bin. The owner has replied saying that we have to prove which vehicle did the damage, and prove it was going to his house. **It was resolved that the bin is not used much and a notice to be placed on the bin saying that this bin will be removed in 21 days and please use the alternative bin at the top of the road.** After the 21 days the Clerk to get the bin removed and inform the Borough.

Cllr Sergeant said about the urgent need to get dog bins etc on Sandringham View. Cllr Sergeant asked for Sandringham View to be put on the Full Council's Agenda as our Borough Councillors should be negotiating over this. The Borough should not be allowed to just tell us to provide and pay for.

h. **Parking**

There was a large discussion about several parts of the village where parking or parked cars are causing problems. **It was resolved for the Clerk to pass on the areas to the Police to see if the PCSO's are able to check out these areas and hopefully report back to the Council.** Cllr Smith said that we all need to be considerate when parking or driving around the village due to parked cars. **It was resolved for Cllr Smith to write a piece for the Village Voice and for the schools to be asked to run a poster competition for which the Parish Council will get donations for prizes. The schools also to be asked to do other poster competitions for litter.** Cllr Sergeant to talk to school Heads at the next community lunch.

i. **Footpaths/walkways**

**Minute 77,63,55,41, 34, 27, 5 Mountbatten Road/Gelham Manor footpath.** The Clerk said that she has heard from Land Registry

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and the piece of land is not registered. **It was resolved for the Clerk to obtain one estimate to see how much it will cost to grade and gravel this footpath.**

The Clerk said that she had received an email from the Police and Ruth Mountain from Dersingham Charities came into the office regarding the footpath that runs between the Allotments and the Recreation ground. The Charity has been instructed by the Police to lock the Allotments every evening. This will mean that people will be walking their dogs across the Recreation Ground as the footpath is not functional at present. **It was resolved for the Clerk to contact the taskforce and see if they are able to attend too.** The Clerk said that they had previously promised the Charity that they would complete in February 2008 and it still has not been done. The Clerk asked if she could give them a deadline and if this is not achieved then can she find someone else who is able to achieve. **It was resolved for this to be achieved.**

**j. Tree warden**

Nothing to report.

**k. General village environment**

**War Memorial**

The war memorial bench is still not secure. **It was resolved to recommend to Full Council that ROSPA are called in to complete a safety check.** This is required so that the Council can complete items outstanding and also for insurance purposes. Cllr Sergeant said about a sign "Use this area at your own risk". **It was resolved to recommend to Full Council that this is ordered and put in place.**

**Buses**

Cllr Smith said that at the last Full Council Meeting Cllr Brackstone brought up about speeding buses and near misses. **It was resolved for the Clerk to ask Cllr Brackstone for a summary of these events so that it can be taken further.**

**Doctors Corner**

Cllr Smith said have we heard anymore concerning Norfolk County Council Highways widening the road around the new Doctors surgery. **It was resolved to Full Council that Cty Cllr Dobson is asked to find the latest.**

**Plaque**

Cllr Sergeant said that if the road is widened, could we ask the family of Jamie Griffin if we can erect a plaque in his memory. The Committee thought this was a nice approach.

**Conservation Area**

Cllr Sergeant said that we need to make a decision on whether we go forward with this proposal. **It was resolved to recommend to Full Council that we want to go forward to the next level regarding the Conservation Area.**

**89. Action/Referral List**

The Clerk said that she had not received the update from the last walk around. **It was resolved for Cllr Smith to update the list and for the list to be sent to the Clerk.** Cllr Smith said that another walk around is needed. It was decided that a weekend is best. Cllr Sergeant unable to

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do weekends as working but willing for walkabout to take place in her absence. 11 October 2009 time to be set.

**90. Correspondence**

- a) **Complaint regarding Queen Elizabeth Drive.** The Clerk received a complaint and photographs about the state of a bungalow in Queen Elizabeth Drive. The Clerk reported to the Borough Council and they have come back to say that the house has been tidied and is going to be put up for sale.
- b) **Grasscutting on the Recreation Ground.** The Clerk said that she had received an email from a Parishioner concerned that her grandchildren were nearly hurt by the grass contractor whilst cutting the grass during the school holidays. The Clerk has gone back to the Borough Council, the lady in question and the contractor. The Contractor said that no one was in danger and his equipment has an automatic cut out if someone/something gets too close. The Contractor was asking if the Council wanted him to evacuate the playground when cutting if in use. **It was resolved to recommend to Full Council that a sign Caution Men At Work be purchased and used.** This could be used for all contractors whilst working in the village.
- c) **Suggestion Box.** The Clerk said that she had received a complaint on a suggestion form in the Bugdens box regarding parking in Woodside Avenue. **It was resolved for the Clerk to advise the Police over this issue. It was also resolved that a separate complaints form is made up, which must contain a name and address and the box changed to read complaints/suggestions box.**

**91. Date of next meeting**

**Monday 5 October 2009 at St Cecilia's at 7.00pm**

There being no further business the meeting was closed at 10.16pm.