

Minutes of meeting of Dersingham Parish Council held on Monday 28 September 2009 in Dersingham Infant & Nursery School at 7.00pm

Present: Cllr A Bubb, Cllr S Rumens, Cllr Sergeant, Cllr A Smith, Cllr P Burall, Cllr J Houston, Cllr Berry, Cllr Manship, Cllr D Murrell, & Cllr V Brundle
After co-option Cllr James and Cllr Chapman.

In attendance: Clerk

Parishioners: Twelve

10738 Apologies for absence

Apologies for absence were received from Cllr Brackstone

10739 Declarations of Interest

Cllr Burall declared a prejudicial interest in agenda item 10 & 18. Cllr Houston gave a personal interest in agenda item 6. Cllr James gave a personal interest in agenda item 10.

As Cllr Smith and Cllr Bubb had to leave early it was proposed by Cllr Burall to take agenda item 13 then item 8 then item 17 out of order. **It was resolved for this to happen. All in favour.**

10740 To consider Co-option of new Councillors.

a) **Mr J Freeman.** Mr Freeman was not in attendance. **It was resolved for Mr Freeman to be Co-opted on to the Council 7 in favour 3 against.**

b) **Mr J James.** Mr James was able to attend. **It was resolved for Mr James to be Co-opted on to the Council 9 in favour 1 against.** Cllr James then signed his paperwork and joined the table.

c) **Mrs A Chapman.** Cllr Burall explained about whether the Council should or should not have accepted her resignation as it was not in writing but in email form. Cllr Burall asked for a vote on the Council taking back her resignation. **It was resolved for Mrs Chapman to be Co-opted back on to the Council 3 in favour 2 against and 5 abstentions.** Cllr Chapman then signed her paperwork and joined the table.

10741 Minutes of the Environment Committee Meeting held on 8 September 2009 (not approved)

a) To consider recommendations made to full Council under minute no 88e, 88k, & 90b

88E Cllr Smith said that it had been suggested that when the Council were deciding to put in a new bin, take away a noticeboard etc that prior to this happening the Council put up signs similar to planning applications informing anyone interested what was going to happen. **It was resolved for this to happen.**

88K Cllr Smith said that it had been brought to the Environment Committee's attention that several items were not finished regarding the War Memorial and these could have health and safety implications. The committee wished to bring in RoSPA or a similar company to complete a safety check. The Clerk said that she was awaiting quotes to complete the playground checks in one go. The new play equipment, the yearly playground and skateboard check and the War Memorial all in one go. **It was resolved for this to happen if not too expensive and they all could be grouped together.**

90k Cllr Smith said that another email had been received regarding this and now that we have more of the facts our proposal has changed. Cllr Smith wished to propose that the playground little area is closed to the public when grasscutting is taking place. **It was resolved for the contractor be informed that this must happen from now on.**

10742 Village Hall– Cllr A Smith & Cllr C Berry

Cllr Berry said that we need to move forward on this, and proposed to Full Council that the Council actively work to provide a Village Hall for the people of Dersingham. **It was resolved to take this project further, all in favour.**

10743 Crime Statistics Report.

The Clerk said that there has been one case of assault, which has been detected. One case of burglary to a shed, Six lots of vehicle crime, one other crime and the suspect has been named and dealt with and one case of criminal damage. The Police want us to be vigilant as some of the vehicles were unlocked and also the shed.

10744 Minutes of the Dersingham Parish Council Meeting held on 2 September 2009

a. Approval of minutes

Resolved to approve the Minutes as a true record and duly signed by the Chairman after the following amendment:

The venue was St Cecilia's and not the Infant School.

b. Matters arising

Minute No 10711 Sport Ground Lease. Cllr Burall said that the Clerk is waiting for confirmation of the quotes but she has the amounts. **It was resolved for P T Ryan to undertake our part of the lease renewal. The Clerk to inform Sandringham of this.**

Minute 10711/10731 War Memorial Investigation

Cllr Burall said that David Tate hopes to have a draft report within the next two weeks.

Cllr Chapman asked for the confidential minutes from these minutes. The Clerk agreed to get copies for all new Councillors.

10745 Minutes of the Communication Meeting held on the 2 July 2009

Nothing to report.

10746 Minutes of the Finance and General Purposes Committee Meeting held on 21 July 2009

a) To consider recommendations made to full Council under minute no 159, 171 & 172 Confidential minute no 173/08/09 2 points.

All points already dealt with at meeting of the 2 September 2009. Cllr Murrell asked about the email system. Cllr Sergeant said that this is something that needs to be worked on. The Clerk said that at present Councillors not on email received hard copies and telephone calls. Cllr Houston said that he required these minutes to be minuted properly. Cllr Houston said that he had been placed

before the Standards Board and it really should be Cllr Sergeant and the Clerk as they were the thieves and there is a crime number to prove it. Cllr Burall said that these minutes are for that committee and not this.

10747 Minutes of the Communication Meeting held on the 8 September 2009 (not approved)

Nothing to report. Cllr Burall explained about the Borough Planning Department wanting all Parishes to get their planning applications electronically. Cllr Burall said that the Clerk had been instructed to obtain information from Hunstanton and Snettisham as they were already using the system. The system Hunstanton has in place does not allow for public consultation and Snettisham are still receiving paper copies at present. Cllr Burall to obtain more information and advice from the Borough.

10748 Minutes of the Finance and General Purposes Committee Meeting held on 16 September 2009 (not approved)

a) To consider recommendations made to full Council under minute no 178, 181 & 182 & 188.

No178 Internal Auditor Report. Cllr Burall said that there is one of two things that the FGP&A wish to be changed. One being that all purchases are made in the name of the Council only, not individuals and two being that the Clerk should bank at the bank so that checking can take place. **It was resolved to accept these recommendations.**

No181 Recreation Ground Committee. Cllr Burall said that the Recreation Ground Committee has not met and it is short of members. Cllr Chapman and Cllr Manship agreed to sit on this committee. **It was resolved that Cllr Chapman and Cllr Manship sit on the Recreation Ground Committee.**

No182 Village Hall Budget. Cllr Burall said that a budget needs to be produced. **It was resolved for Cllr Smith, Cllr Berry and the FGP&A Committee to undertake this.**

No188 Notices. Cllr Burall said that this has already been dealt with in the Environment Committee Minutes.

Cllr Burall also stated that Cllr Houston's remark early about the minutes had been amended within these minutes. Cllr Houston agreed.

10749 Applications and Determinations:

Cllr Burall left the meeting.

Applications:

09/01513/F Mr Markillie, 13 Shernborne Road, Dersingham. Application for repositioning of highway access. Cllr Bubb said that the plans supplied are old plans and the tennis court is now a house and how does the access work now that it is a house. **It was resolved for the Clerk to ask for the plans to be corrected.**

Cllr Smith left the meeting at 7.53pm.

- 09/01602/A Assent Building Control Ltd, Amber 53 Lynn Road, Dersingham. Application for advertisement consent – Erection of standing sign and fascia sign. **Resolved to recommend refusal on the ground that it is not in keeping with the area and it is too large.**
- 09/01575/F Mr L Shuardson, Application for extension as granny annexe – Removal of Condition 2 at 19 Woodside Avenue, Dersingham. **It was resolved to make no comment.**
- 09/01643/CU Miss K Bowman. Application for change of use from pet shop to beauty salon at Time Out Beauty Salon, 62 Manor Road, Dersingham. **It was resolved to recommend approval.**
- 09/01601/CU Assent Building Control Ltd, Amber 53 Lynn Road, Dersingham. Application for change of use of first floor from one apartment into one office suite.
- Cllr Brundle said that they were meant to close off one of the entrances to the property and this still has not happened. Also recently they change the use so that it could be made into flats now they want to make it into an office. Flats are needed more than offices. Cllr Burall asked for a vote on this. **It was resolved to accept Cllr Brundle's view to refuse permission and also to seek the advice of the Planning Department with regards to the access.**
- 09/01541/F Mr D Rix, 60A Manor Road, Dersingham. Application for proposed single storey two bedroom dwelling at land north of Holly Lodge.
- It was resolved to recommend refusal on the grounds of over development. Too big a property on such a small plot.**

Development Control Board Meeting

- 09/01228/CU Sandringham Estate, Hill House Farm, Fern Hill, Mill Road, Dersingham. Application for change of use of redundant fram building to storage and distribution use for Sandringham Foods.
- Cllr Chapman asked about the traffic, Cllr Sergeant read out the traffic report. The Clerk said that Highways have not objected. Cllr Chapman asked if the meeting could be opened to allow our County Councillor to make comments. The meeting was declared open. Cllr Dobson said that he had not been asked to make comment from the Borough Council and having not seen the plans was not prepared to comment. He is not a formal consultee. The meeting was closed. **It was resolved for the Parish Council to send a representative to the meeting to object to the application on the grounds that the roads leading to the site are too small for such vehicles.**

Determinations:

09/01235/F Mr & Mrs Bradley, 8 Manorside, Dersingham. Application for construction of detached bungalow with integral garage. – **Granted**

09/01250/F Mr G Coton, 17 Woodside Close, Dersingham. Application for extension to dwelling. - **Granted**

Cllr Burall returned to the meeting.

10750 To receive a verbal report from the Norfolk County Councillor

Cllr Dobson said that he had attended a meeting at County Hall this morning concerning the unitary status. Cllr Dobson said that the County Council had agreed to support the Status Quo that we have today and that the Norwich City bid is not viable. Cllr Burall opened the meeting up for public comments. Please see public comments at the end of the minutes.

10751 To receive a verbal report from the Borough Councillors.

Cllr Johnston is unable to attend tonight and sends his apologies. He just had to say that there is no news regarding the Boundary Commission and the Secretary of State's decisions.

Cllr Burall said that he hoped to have a list of the current enforcements within the parish but this has not arrived. Cllr Burall said that it thinks it has topped the 400 mark. Cllr Burall to report at the next meeting. Please see public comments.

10752 To appoint a new Parish Council Trustee to Dersingham United Charities

The Clerk said that she had one applicant. Cllr Burall asked if any one else was interested. **It was resolved for Mr Alan Coleby to represent the Council on the Dersingham United Charities.**

10753 Recommendations for Financial Regulations – Cllr P Burall

COPY ADMENDMENT HERE

It was resolved to accept these amendments to Financial Regulations.

10754 Committee- Cllr G Sergeant

Cllr Sergeant asked if anyone wished to change or go on any different committees. Apart from Cllr Chapman and Cllr Manship going on the Recreation Ground Committee everyone was happy at the moment.

Cllr Bubb left the meeting.

Cllr Burall left the meeting for the following item

10755 Conservation Area – Cllr G Sergeant

Cllr Sergeant said that we needed to take a vote on whether we take the Conservation Area one step further in asking the Borough Council to produce their draft Conservation Notice. A vote was taken two against, two in favour, six abstentions. Cllr Sergeant as Chair took the casting vote in favour. **It was resolved to take the Conservation Area to the next level.**

Cllr Burall returned to the meeting

10756 Correspondence:

- a. Email from Norfolk County Council regarding Open Day on Highway Issues. **It was resolved for Cllr Sergeant, Cllr Rumens and Cllr Brundle to attend.**
- b. Email from East Of England Regional Assembly Re East of England Plan
- c. Norfolk Association of Local Councils – Annual Report & Various leaflets
- d. Email from NCC regarding Norfolk Minerals and Waste Site Allocations
- e. Letter from Parishioner regarding amenity land
- f. Borough Council Standards Committee Agenda
- g. Email from NCC Highways regarding work on Manor Road
- h. Letter from NCC re Bus Shelter Survey
- i. Letter from Borough Council regarding New address

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

- a Thank you letter from the Girlguiding UK
- b Norfolk Link
- c List/Poster of Norfolk County Councillors
- d WNVCA leaflets
- e Email from Norfolk Association of Local Councils re Compost bins
- f Signpost and various leaflets from Norfolk Rural Community Council
- g Poster from NCC re Supporting Sport and Physical Activity and Community Level
- h Your Norfolk magazine from NCC
- l Building schools for the future – CCF
- j Invite from the Norfolk Rural Community Council regarding “Doing a lot with what you’ve got”.

10757 Accounts

Money Banked

5 August	Village Voice Live	80.58
5 August	Village Voice Advertisement	52.50
18 August	Village Voice Advertisement	2.54
18 August	Village Voice Advertisement	512.00
27 August	Village Voice Advertisement	606.00
3 September	Village Voice Advertisement	436.00
3 September	Village Voice Live	67.11
18 September	Social Club Rent (July)	416.67
18 September	Village Voice Advertisement	419.00

Expenditure September

	Cheque No	£ Amount
David Lee – Cleaning Contract	104206	200.00
MHB Services Ltd – Street Lighting Contract	104207	278.42
Tiscali Broadband/Telephone	DD	17.61
Dersingham Infant School Room Hire	104208	125.00
Southern Electric – Streetlighting Energy	104209	449.97
Petty Cash for August	104210	26.68
Heronwood Landscapes – Recreation Ground Cutting	104211	120.18
Sandringham Estate – Community Centre Rent	104212	100.00
Community Centre Insurance	104213	1946.71
Anglian Water Recreation Ground Water	104214	38.99
Borough Council re Disposal of Dog Waste	104215	427.57
BT Phone Bill	104216	319.64
Staples Stationery 2 Toner Cartridges	104217	164.43
Petty Cash for September	104218	30.00
Salaries for September	104219/20	1531.94
Inland Revenue	104221	361.69
Norfolk Pension Fund	104222	362.65
A Moore Mileage	104223	23.44
Mr D Lee Grasscutting & various	104224	1455.00
Collings Estate Agents one months rent	104225	287.50
Clanpress printing Village Voice	104226	1684.00
Community Car Scheme (09/10)	104227	500.00

It was resolved for payment to be made.

- 10758** Date, & Place of next meeting.
26 October 2009 at Dersingham Infant & Nursery School starting at 7.00pm

Meeting closed by the Chair at 8.40pm

Parishioner's comments

Surgery Crossing

A Parishioner asked about the surgery crossing. Cllr Smith said that it was being monitored by the Environment Committee and that the Committee would actively pursue warning signs.

War Memorial Investigations

A Parishioner asked about the investigations. Cllr Burall said that we should have a draft report within the next two weeks. It would go through the Council and then if possible it would be released to the public.

Play Equipment

A Parishioner asked when the new play equipment would be installed. Cllr Burall said that we had a meeting arranged but the contractor had to cancel but it was being dealt with.

War Memorial

A Parishioner asked when the gate was to be opened on the war memorial as it was not very friendly with the gates locked. It always was accessible to the public. Cllr Brundle said that the gates are not locked and the public can access anytime.

A Parishioner asked if there was any news on the water supply. The Clerk said that she was waiting for quotes. She had received one but it was expensive but she had nothing to judge it by at the moment. The Parishioner said that Cllr Brundle knew someone. Cllr Brundle to get the information to the Clerk. The Parishioner also said that the Electricity box has been kicked and smashed. Cllr Burall said that the Clerk would look into this.

Heath Road

A Parishioner asked who moved the logs on the start of the common as when there is not anything there large vehicles will gain access. The Clerk to check if the contractor moved when clearing the site of the new litter bin and to get them replaced.

September Accounts

A Parishioner asked why the RFO did not agree with the payments. Cllr Burall said that we had received the goods and the Council has to pay even if it goes against financial regulations.

Recreation Ground

A Parishioner advised that saplings were growing through the railings and the tree was over hanging the pavement. The Tree Warden to look into this.

Another Parishioner said that there had been a fire on the play equipment and the Police had arrested them. The Clerk to look into this.

Road Closure

A Parishioner asked about the road closure at Manor Road. Cllr Burall said that it is not now taking place as it due to take place later in the year. Cllr Burall said that they have been asked to give more notice in future. Cllr Dobson said that was the reason it has been stopped because the road closure was not given enough time. It is due to take place late November.

Chapel Road

A Parishioner said that he is pleased to see that the work has been completed regarding the drain at the top of Chapel Road and now we need some rain to make sure it has worked.

Heath Road

A Parishioner asked if there was any weight restriction on Heath Road as it is being used by articulated lorries. Cllr Burall said that the only road with a restriction is Post Office Road.

Comments from County/Borough Reports

Pot Holes

A Parishioner said that there are a lot of pot holes in the village at present and a list had been given to the Clerk. The Clerk is dealing with this. Cllr Dobson said that if the Clerk does not get a response he will take it up for the parish.

Buses

A Parishioner asked about the policy of dogs travelling on the buses. Some buses allow other do not? Also several bus drivers recently on the mobile phone when driving? Also the electronic bus sign opposite Thaxters is not working. Cllr Dobson agreed to find out about the dogs and the mobile phones. The Clerk to report the sign.

Litter Bins

A Parishioner said that the new litter bin by the allotments is obstructing the vision of drivers leaving the allotments. The Clerk said that she had contacted the Borough regarding this but they insist that is where we asked for it to be placed and if we require it to be moved then we will have to pay. Cllr Burall to look into this.

Planning

The owner of 53 Lynn Road said that the sign looks worse because the hedge has been lowered. He was also informed that he could use either entrance, and his office employs seven local people so it is bringing work into the village. The gentleman said that he would like to think that the Parish Council is promoting jobs within the village.

Enforcement

A Parishioner asked if the Enforcement Team is now fully staffed as this was the problem last time. Cllr Burall said that he believed it was now fully staffed. Cllr Burall said that the Council were currently undergoing a Service Review to ultimately save money but also to see if the staffing is adequate.