

DOCKING PARISH COUNCIL – JANUARY 2023

Clerk: Mrs Michelle Wroth

Tel: 07591 514580

Email: [docking.council@gmail.com](mailto:docking.council@gmail.com)

1. Welcome by the Chair

2. Public Session - Three members of the public, two members spoke. Agenda Items they spoke about were item 7.1 Stanhoe Road pond and 9.2 Bus Stop on Well Street

3. Present: Cllr Smith, Cllr Meek, Cllr Able, Cllr Rout, Cllr Cooke, Cllr Waldie, Cllr Bennison, Cllr Harris, Cllr Crompton  
Apologies: Cllr Wroth

4. To receive declaration of interests on agenda items. - NONE

5. Confirmation of the minutes, General Meeting 15<sup>th</sup> December 2022 – Proposed Cllr Meek, Seconded Cllr Bennison – decision carried

6. Matters arising

6.1 – Litter bins – Cllr Bennison has been in touch with Borough Council regarding removing the bins and will provide further updates once received.

6.2 – Ponds project – Clerk to ask the Police for a final report regarding the incident where the car ended up in Sedgeford Road pond Saturday 14<sup>th</sup> January. Carried forward

6.3 – Allotment agreements 22/23 – The Clerk had been and looked at the allotments, 2 of the vacant plots are not in a condition where new allotment holders could take on the plots. Cllrs will arrange a date for as many as possible to attend the allotments so a plan can be made on how to move forward.

6.4 – CGM Services – No update

6.5 – Community Hot-Spot funding – There have not been many attend the Hot-Spot, it will be advertised in the Docking exchange. It will be reviewed mid February and if numbers do not increase it may need to be closed and the funding returned to the provider.

6.6 – GOV.UK email addresses – No update

6.7 – Defibrillator and CPR training – Training has been booked for 19<sup>th</sup> February, places will be offered to residents of the Parish first then the remaining places will be offered to those outside of the parish.

6.8 – BT Phone Box – No update, item to be removed from future agendas

6.9 - Defibrillator management – The Village Hall Committee responded to state they would not take on the responsibility of the defibrillator, they also have asked for a donation towards the electric charge for the small light installed above. As the Parish Council cannot see the online monthly log for the checks being complete, Cllrs could attend the hall on a Wednesday 9-12 to see the logs. Cllr Harris proposed a donation of £20 be made to the committee towards the electric charge of the LED light. Clerk also to ask for a scanned copy of the log, screen print emailed or a photocopy so these can be kept as a record.

6.10 - Notice Board replacement glass – Cllr Meek will contact the person that made the notice board to see if the glass can be replaced

6.11 – Street lighting – no update, item to be removed from future agendas

7. Agenda items

7.1 – Stanhoe Road pond and the fallen tree, decision to be made on the removal of the tree, Cllr Meek proposed quote one and for the tree to be removed once the pond has dried up in the summer. Cllr Bennison seconded the motion. All in agreement decision carried. The Clerk will write to the contractor to ask how the tree will be accessed, if necessary, the Clerk will then ask permission from the landowner to the side and back of the pond.

7.2 – King Charles III Coronation – carry forward

7.3 – Open green spaces tendering – The specification for the open space tender was agreed and the Clerk will arrange for this to go out to tender and will come back to Council with the quotes.

7.4 – Removal of the toilet on the ORG – The specification for the removal of the toilet and cesspit agreed and the Clerk will arrange for this to go out to tender and will come back to Council with the quotes.

7.5 – Disability Discrimination Act (DDA) Bus Stop, Wells Street - the installation of a pole and flag. – Due to the current location of the DDA bus stop, Cllr Harris proposed that the bus stop is moved further down Well Street where is

would not block driveways or be close to where cars park for the Nursery and School, Cllr Bennison seconded.  
Clerk to respond to Highways

#### 8. Borough and County Councillor updates

- 8.1 – Borough Councillor update - None  
8.2 – County Councillor update - None

#### 9. Correspondences received where decision to be made

- 9.1 – Email received about rubbish along the back road to Burnham Market from Pound Lane and the removal of the litter bin from Well Street. Clerk to write reply stating that the Council are trying to encourage people to take their rubbish home and will be removing further litter bins over the coming year. Last year the PC arranged a litter pick and are hoping to arrange another for Spring 23 and also Borough Council were in the village this week litter picking.  
9.2 – Email received regarding the bus stop on Well Street as the new Lynx buses are longer and now block the resident's driveway - Clerk to write to Highways (see 7.5)

#### 10. Delegated Decisions made during the month – NONE

#### 11. Finance

11.1 To approve accounts for payment. Proposed Cllr Smith, Seconded Cllr Waldie – Decision carried

NAME	BUSINESS	GROSS
K AND M (DD)	Streetlights Maintenance	29.06
NPOWER(DD)	Elec - Charges Dec	65.25
CGM (DD)	Grounds Maintenance for Month	104.99
PAYROLL(BACS)	Salary, Expenses & PAYE – Jan	630.20
TESCO MOBILE (DD)	Parish Council Mobile Charge	10.50
NORFOLK PENSIONS (BACS)	Pension Contributions	178.29
NPOWER(DD)	Elec – Charges Oct	50.24
PARISH ONLINE (BACS)	Annual Subscription	96.00
SALLE ESTATE (BACS)	Christmas Tree	234.00
PLAYING FIELD COMMITTEE (BACS)	Hot-Spot – Elec and Rent for December	66.00

11.2 – Bank Reconciliation at 31<sup>st</sup> December – Reserves of £13,209 - Noted

11.3 – 23/24 Precept approval, Cllr Smith proposed that the precept is set at £29,018 to cover the budget set for 23/24. Cllr Harris seconded, all in agreement decision carried.

#### 12. Planning matters

12.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision
22/02270/F	Burns Cottage, Sandy Lane, Docking	Two storey front extension, single storey rear, internal alterations, and proposed boundary wall <a href="#">(Link to application)</a>	Approve
22/02310/F	5 Railway Cottages, Station Road, Docking	Remove conservatory and erect two storey rear extension, internal alterations <a href="#">(Link to application)</a>	Approve

12.2 – Planning Applications received after agenda published

#### 13. Items to be added to the following months agenda – (NOT FOR DISCUSSION DURING THIS AGENDA ITEM)

- Overgrown footpath
- Hedge/Boundary plot at Manor Holds, Station Road
- Council Elections and New ID requirements
- Fishing Club – Mental Health Day June

14. Close at 8.04pm

Proposed date of next meeting Thursday 23<sup>rd</sup> February 2023