Minutes of the Parish Council Meeting held on Tuesday 2nd August 2022 at 6.30pm at The Church Rooms, Rectory Road, Coltishall

**Present**

Chair: Richard Germany

Vice Chair: John Haschak

Councillors: Nicola Chaney, Doreen Snelling and Michael Spinks

Also, Parish Clerk, Becky Furr

9 members of the public attended, District Councillor Jo Copplestone, PC Lucas Ward – Beat Manager and Robert Oakes – Chairman of Coltishall Allotment Association

**Public Forum**

There was opportunity for public participation before the meeting commenced. District Councillor Copplestone gave a report on community matters which is included at the end of these minutes. Two parishioners attended to discuss the outstanding noise dampening work to the MUGA. Two parishioners also expressed their concerns about a planning application to create a spa at Norfolk Mead Barns. PC Lucas Ward encouraged residents to report noise disturbance from the Norfolk Mead to Broadland District Council. This can be completed online via http://www.southnorfolkandbroadland.gov.uk. Councillor Copplestone advised objection can be made to the Housing Officer Cheryl Peel on 01603 756036 or [cheryl.peel@broads-authority.gov.uk](mailto:cheryl.peel@broads-authority.gov.uk).

A member of the public on behalf of The Good Neighbours would like the parish council to support their request for a bench on the verge outside the Church Rooms which they will maintain. This request has been previously rejected by the landowners due to concerns about people using the bench to climb on top of the Church roof. PC Lucas Ward regularly bases himself in the Church Room and confirmed that he has not seen anyone hanging around the area. The clerk will send a letter to the church supporting Good Neighbours community bench.

PC Lucas Ward has spoken with the resident who removed the bench from Chapel Lane which Highways have since confirmed is not private land. Coltishall Parish Council will write a letter to request the bench is returned within 30 days notice.

1. **Apologies for Absence** were ACCEPTED for Councillor Michelle Thackham and County Councillor Fran Whymark.
2. **Declarations of Pecuniary Interest and Requests for Dispensations –** NONE RECEIVED
3. **Minutes from previous meeting** were APPROVED as a true and accurate record.
4. **Matters Arising** - NONE
5. **Planning Applications** (including those received after the agenda set)
   1. Two storey rear extension, 22 Great Hautbois Road, Application No. 20221076 – NO OBJECTIONS
   2. Alteration and extension of Barn Mead Cottages 1,2 and 3, Application No. BA/2022/0258/FUL *Standing orders suspended whilst neighbouring residents reported specific issues they have about this application*. Standing order were reinstated and it was unanimously AGREED to OBJECT based on concerns regarding additional noise disturbance as this is likely to attract more visitors, visibility issues as the site will be accessed via a single track off the main road through the village and the site is on a flood plain.
   3. Relocation of existing access at Oak View Hall Farm Application No. 20221099 – NO OBJECTIONS

**6. Finance**

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| **Payments Received and NOTED** | | |
| Broadland District Council | Precept  CIL Payment | £23,422.00  £1024.62 |
| Allotment Tenants | Rents for 2022/23 | £850.00 |
| Taila Taylor | Overpayment | £150.18 |
| **Payments Previously Agreed and NOTED** | | |
| Norfolk Parish Training and Support | Clerk Training, Minute Writing  Annual Subscription  Preparing Cashbook and AGAR  Clerk Training, Finance | £62.00  £468.44  £116.00  £44.00 |
| Norfolk Association of Local Councils | Annual Subscription | £272.59 |
| Norfolk Rivers Drainage Board | Drainage Rates | £8.30 |
| Target Trees | Tree Surgery – Gt Hautbois Common | £600.00 |
| National Allotment Society | Annual Membership | £66.00 |
| WAVE | Allotment Water Bill | £52.50 |
| OAKS CCTV Limited | Maintenance and Service Contract | £309.60 |
| PSH Environmental Limited | 12 Yard Skip – Coltishall Allotments | £282.00 |
| **Payments APPROVED** | | |
| Peter Croot | Trees | £43.95 |
| Peter Waldron | Hedge Cutting - Cricket Field | £320.00 |
| R H Howard & Sons | Hedge Cutting - Village Hall | £150.00 |
| Becky Furr | Assist parish clerk with administration  Milage (0.45p per mile) | £107.77  £23.40 |
| Lynda Alexander | Stamps for Allotment Tenancies | £11.40 |
| Ashley Ads | Dog Signs  Note price includes VAT | £48.48 |
| **Payments AGREED by Standing Order** |  |  |
| Becky Furr | Clerk’s Salary – July | £281.82 |
| HMRC | Tax | £0 |
| Norfolk Pension Fund | Employers Contribution  Note increment from 23.5 to 24% | £67.64 |
| Plusnet | Clerk’s Mobile Phone | £6.55 |

1. **Coltishall Village Hall and Recreation Ground**

Brief report received from Doreen Snelling to advise Coltishall Village Fete will be taking place on Saturday at the village hall.

1. **Coltishall Allotment Association**

Please see report from chairman at the end of these minutes. It was AGREED eviction letters will be sent to Plots 18, 24 and 60 for non-payment of rent, 3 more dog signs will be ordered to deter dog fouling and the tap cover will be replaced.

1. **Play Area**

It was AGREED to postpone the annual inspection for September till the renovation has been completed (due to start end of September).

1. **Multi Use Games Area**

Norfolk Prestige Fencing visited the MUGA yesterday with the clerk to provide a quote to install rubber spacers between the fencing. During inspection it was noted that may of the bolts was missing and some of the fencing brackets had not been put back properly together which is likely to impact on current noise levels.

1. **Great Hautbois Common**

It was AGREED to put a no parking sign on the triangle junction of Gt Hautbois Road and Foggy Lane (near post box and noticeboard)

1. **Bins**

It was AGREED additional bins will not be provided at the commons this year and the weekly emptying service will remain in place

1. **Jubilee**

It was AGREED to decide a location for the Jubilee tree once the species is confirmed.

1. **Trees**

*Standing orders were suspended* whilst a member of the public presented their case to remove a hawthorn tree which significantly overhangs their boundary and to extend their fencing in line with their boundary on Land Registry. *Standing order were resumed.* Advice was obtained from tree warden Peter Croot in advance of the meeting. The parish council had NO OBJECTIONS to this proposal.

1. **Grant Applications**

The application from 1st Coltishall Brownies for £500 towards equipment and crafts was approved.

The application from Coltishall Community Lunch Club for £979.98 towards a new oven was APPROVED. Councillor Copplestone will make an application to award £500 towards the oven using the ward members grant and Good Neighbours have agreed to pay £200.

1. **Items for the next agenda**

A new CPC marking post is required at Great Hautbois Common

Review grant policy raising the cap from £500 to £1000

Quote for stock fencing and posts along the northern boundary of the allotments

Road Safety Community Fund

It was AGREED to exclude the press and public from this meeting under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 given the sensitive nature of the business to be discussed.

1. **Parish Clerk’s Employment and Contract**

Becky Furr has been appointed as the parish clerk and her contract was APPROVED.

The meeting closed at 8.06pm.

**The next parish council meeting will be held on Tuesday 6th September at 6.30pm at Coltishall Church Rooms, Rectory Road, Coltishall, NR12 7HP.**

**County Councillor Fran Whymark**

On Sunday 25th September 2022 is Norfolk Car-Free Day, with Norfolk County Council waiving fees for temporary street closures.  This a great opportunity to close off some roads and have ‘Play Streets’.  Creating safe spaces for children to play on their doorstep with their friends, like many of us remember!  Applications need to be in by 19th August 2022.  For more information go to <https://www.norfolk.gov.uk/business/licences-and-permits/highways-licences-and-permits> .

**District Councillor Jo Copplestone**

The last month has been extremely busy at District Council, the ‘cost of living crisis’ has impacted all our residents and Government announced a package of support for rising energy costs which is being administered by Local Authorities. Part of this is a £150 non-repayable rebate to households in Council Tax bands A-D, there will also be a discretionary fund which is available to households who are not eligible under the main scheme to help our residents most in need at a time of increased energy costs.

Since leaving the European Union our Government have made significant changes to the former Ministry of Housing, Communities & Local Government which became The Department of Levelling Up, Housing & Communities (DLUHC) last year under the Secretary of State Michael Gove MP. In anticipation of the eagerly awaited ‘UK Shared Prosperity Fund’(UKSPF), Broadland & South Norfolk Councils have produced an Economic Growth Strategic Plan to identify the social and economic challenges, strengths and opportunities to support growth which is clean, inclusive & productive. The UKSPF replaces European Structural Funds and is central to the ‘Levelling Up Agenda’ provides £2.6 billion of new funding for Local Authorities by March 2025, with Broadland DC allocated £1,312,931, subject to a compliant investment plan. The council proposes to focus on three principal interventions, Communities & Pride in Place, Supporting Local Businesses and People & Skills.

Finally, cognisant of the problem of heavy traffic on the B1150 our Place Shaping Manager has finally had a response from Mark Ashwell at North Norfolk DC on 4th July after many months of chasing to ask for a meeting. Hethel Innovation (who operates the Scottow Enterprise Park) and Norfolk County Council representatives have already confirmed they are happy to attend the meeting, the purpose of which is to look at specific proposals and the cumulative impact of future planned growth north of Coltishall.

Kind regards, Jo Cllr. Jo Copplestone [Cllr.jo.copplestone@southnorfolkandbroadland.gov.uk](mailto:Cllr.jo.copplestone@southnorfolkandbroadland.gov.uk)

**Robert Oakes – Chairman of Coltishall Allotment Association**

All plots are currently let with several people on the waiting list.

Unfortunately, one of the tap covers have been stolen if anyone has seen it anywhere, please let the allotments committee or parish council know.

Dog fouling has become a problem, please clear up after your dog and keep it on a short lead and not allow it to enter people's plots.

A new gate is going to be installed at the Chapel Lane entrance to replace the very old gate that is falling apart.