



COLTISHALL PARISH COUNCIL

Parish Clerk: Becky Furr
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Minutes of Coltishall Parish Council Meeting held on Tuesday 6th September 2022 at 6.30pm in Coltishall Church Rooms.

Present

Chair: Richard Germany

Vice Chair: John Haschak

Councillors: Nicola Chaney, Doreen Snelling, Michael Spinks and Michelle Thackham

Also, Parish Clerk, Becky Furr

Eight members of the public attended and District Councillor Jo Coplestone

Public Forum

There was opportunity for public participation before the meeting commenced. District Councillor Coplestone gave a report on community matters which is included at the end of these minutes.

One resident living next door to the cricket pitch complained about receiving cricket balls in his garden. The clerk confirmed that a contractor had been asked to quote for a cricket net. It was noted the cricket season has now ended.

A parishioner asked whether it was true that builders from the Crocus Development have been given permission to use the one-way system on Rectory Road as a dual system. Cllr Germany reassured the parishioner that this is not true.

A parishioner raised concerns about the paddleboarding business at Bridge House. It was agreed the parishioner would liaise with District Councillor Coplestone regarding these issues so that these could be reported to Broadland District Council for investigation.

A parishioner asked for an update on the defibrillator for the village hall. The clerk confirmed that this has been ordered by there is a long waiting list approximately 20-24 weeks.

Main Meeting

1. Apologies were ACCEPTED from County Councillor Fran Whymark.
2. There were NO Declarations of Interests and Requests for Dispensations about items on this agenda.
3. The minutes of 25th July 2022 (extraordinary meeting) and 2nd August 2022 were APPROVED.
4. Matters arising for information only were noted from the clerk's report sent in advance of meeting. The clerk gave a brief update on the MUGA noise dampening work. One company has not provided a quotation following their site visit. Another company refused to quote as the MUGA is not their piece of equipment. Fosse Contracts have agreed to supply a quote.
5. Planning applications considered:
 - a. 20221296 - Small single storey infill to rear at Ormonde, 20 Station Road. NO OBJECTION
 - b. BA/2022/0285/HOUSEH - Replacement windows & doors from aluminium to UPVC at Burebank House, 4 Anchor Street. NO OBJECTION

c. BA/2022/0300/LBC - Like-for-like replacement of hayloft door at The Limes, 12 Wroxham Road.
NO OBJECTION

d. 20221398 – Extension to an existing porch at 6A, Westbourne Road (received after agenda set).
NO OBJECTION

6. Finance

a. Payments Received – None and NOTED

b. Payments Previously Agreed and NOTED

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| Wave | Allotment Water Bill | £230.70 |
| Ultimate One Ltd | Grass Reinforcement Mesh (To receive £2245.18 from Coltishall Village Hall and Recreation Ground) | £4490.35 |
| Wild Tree Care Ltd | Removal of Sycamore (To receive £480 from neighbouring resident) | £960.00 |
| Norfolk Pension Fund | Underpayment from Dec – June 2021-22 | £457.86 |
| Derbyshire Environmental Trust (Tarmac – Entrust) | Third party contribution towards play area grant | £2946.76 |

c. Payments APPROVED

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|-------------------------------------|--|----------------------------|
| Becky Furr | Clerks Expenses including Annual Wix Subscription and Tap Cover for Allotments | £224.27 |
| Norfolk Parish Training and Support | Finance support for previous clerk Election Training Autumn Seminar – Clerk and Councillor | £102.20 36.00 104.00 |
| Lynda Alexander | Stamps for Allotment Tenancies | 11.40 |
| Luisa Cantera | Internal Audit | 250.00 |

d. Payments Agreed by Standing Order and NOTED

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| Becky Furr | Clerk's Salary – August | £1085.77 |
| HMRC | PAYE Bill | £122.47 |
| Norfolk Pension Fund | August's Contribution | £360.26 |
| Plusnet | Clerk's Mobile Phone - August | £6.55 |

e. Quarter 1 financial report and internal control check was NOTED.

f. It was AGREED to purchase a parish post for Gt Hautbois Common from Fitzpatrick and Woolmer.

g. It was AGREED to purchase a Smart TV and cabinet up to the value of £500 pending approval from the PCC. Coltishall Parish Council will add the equipment to their insurance cover.

h. The quotation for parish council insurance from Ansvar via Community Action Suffolk was ACCEPTED.

7. Ms Thackham – Chair of Coltishall Village Hall and Recreation Ground (CVH&RG) reported that the village fête held on the 6th August was very successful with lots of people attending and raising funds for various charities. CVH&RC are planning to hold an event for Christmas celebrations. CVH&RC would like to revisit the relationship between the parish council and charity. This will initially be discussed at CVH&RC's trustee meeting later this month. CVH&RC have repaid their subscription to Community Action Norfolk to support them with redrawing the governing document.

8. The clerk updated that Cllr Germany, Spinks and herself attended an allotment association committee meeting on the 26th August. Cllr Richard proposed that allotments funds are used to

purchase a tea urn and gas bottle for allotment events, such as the bottles and jars competition along with hiring a mini digger to make Plot 18 into 4 smaller beginner plots for new members. This was unanimously AGREED. Cllr Spinks will also carry out a site visit with the allotment committee to identify trees and large shrubs which need felling or pollarding to improve plot cultivation. This will be presented to the parish council to consider at a later date.

9. It was AGREED the jubilee tree will be planted at Coltishall Community Orchard and a commemorative plaque will be purchased.
10. It was AGREED to nominate Coltishall and Horstead Community Lunch Club as the Community Group of the Year for the Broadland Community at Heart Awards.
11. Bins
 - a. It was AGREED the litter bin at the play area will be included in Broadland District Council's emptying schedule every Friday.
 - b. It was AGREED to provide up to a third of the cost to purchase another bin for Lower Common to Coltishall Commons Management Trust.
12. It was AGREED to provide a Christmas Tree (from the allotments) and lights for 2022 at the church grounds pending approval from the PCC. Both the preschool and primary school will be invited to make decorations.
13. An agenda for the meeting with Crocus Homes on 8th September was AGREED. This will include an update on the various recommendations made in the re-consultation letter sent to Broadland District Council on the 8th September 2021 (as read by the clerk at the meeting) and to see whether it is feasible for a pedestrian crossing or underpass on the B1150 and a pedestrian crossing on Rectory Road opposite the village hall.
14. *Standing orders were suspended* whilst Cllr Copplestone read out the terms of reference regarding the B1150 Special Interest Group. A member of the group reported that they had emailed Broadland District Council for air quality data for the High Street but had not received a response yet. *Standing orders were resumed.* It was AGREED Coltishall Parish Council will join the B1150 Special Interest Group to drive positive change to the traffic problems and air quality issues in Coltishall and Horstead on the B1150. Cllr Germany and Cllr Haschak will be nominated members. It was AGREED to make an application to the Road Safety Community Fund (via Cllr Whymark) to extend the yellow lines along Wroxham Road.
15. It was AGREED that the SAM2 jointly shared with Horstead will be donated fully to Horstead Parish Council according to the date of these minutes.
16. Items AGREED for a future agenda include how to create additional parking for the commons. *Standing orders were suspended* whilst Cllr Copplestone advised the council on Reephams Park and Stride Campaign to encourage long stay visitors to park elsewhere to free up parking in the town for short day visitors. *Standing orders were resumed.*

Cllr Germany closed the meeting at 7.36pm

The next parish council meeting will be held on Tuesday 4th October at 6.30pm at Coltishall Church Rooms, Rectory Road, Coltishall, NR12 7HP.