

COLTISHALL PARISH COUNCIL

You are summoned to participate in the resolutions (decisions) of the Parish Council via Zoom Video Conferencing on Tuesday 9th June 2020 at 6.30pm. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 enables Parish Councils to hold meetings remotely from 4th April 2020 to 6th May 2021 and remove the requirement to hold annual meetings.

This meeting is open to all members of the public to attend virtually. If you wish to attend please contact the clerk via email on coltclerk@gmail.com or on 07446 542156 and an invitation will be sent via email to you.

Please note our meetings will be recorded to enable clerk to host the virtual meeting and refer to the recording for minute taking and evidence of resolutions made.

Rebecca Furr

Clerk to the Parish Council

1st June 2020

Public Participation

In law, members of the public are not allowed to speak when meetings of the Parish Council are in session. As a result, the clerk will automatically mute public participants on Zoom. The Council recognises, however, that members of the public may wish to make submissions related to items on the Agenda or raise concerns for discussion at a future meeting and will therefore permit them to do so briefly in the Open Forum. Once the Open Forum ends no further public participation will be allowed, unless specifically invited by the Chairman/Clerk for a point of clarification, in which case a vote will be taken to suspend standing orders. (See Notes for the Public Attending Parish Council Meetings).

If you wish to speak at the meeting please let the clerk know in advance so that this can be arranged accordingly. Please note we will not allow public to speak unless a submission has been made in advance of the meeting.

AGENDA

1. Apologies

To receive and consider apologies for absence

2. Co-Option

To consider co-option of parishioner to Coltishall Parish Council

To consider and approve counsellor induction training

3. Declaration of Pecuniary Interest

To accept declarations of pecuniary interest in items on the agenda

4. Minutes of previous Parish Council meeting

To approve minutes of previous meeting 5th May 2020 (to be signed at next public Parish Council meeting)

OPEN FORUM

5. Matters arising from the previous meeting (for information only)

Update from parish councillors

6. To receive reports from District and County Councillors

Cllr Fran Whymark - Norfolk County Council and Cllr Jo Copplestone - Broadland District Council

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7. Public Participation

An opportunity for parishioners to ask questions and comment

8. Police Reporting

To provide update and consider approval for any actions required

9. Highways/SAM2/Speedwatch

To provide update and consider approval for any actions required

To respond to parishioners concerns about speeding on Church Street

MAIN MEETING

10. Planning Applications

To consider applications for approval and any applications received after agenda set. Details can be viewed on respective websites <https://planning.broads-authority.gov.uk/online-applications/> and

<https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>

- 20200981 - Walled Garden, Belaugh Green Lane - Erection of dwelling, greenhouse, garage, landscaping and access
- 20200896 - Redbourne House, 27 Station Road - Demolition of existing dwelling and garage and erection of six detached dwellings with garages
- 20200964 - Land at Rectory Road, Rectory Road - Erection of Nine Self-Build Dwellings and Service Road (Outline)
- BA/2020/0158/TCAA - Meadside, Church Loke - Proposal: T1 (A): Oak - remove. T2 (B): Fir - remove lower branches. T3 (C): Beech - remove. G1 (D): unknown and dead - remove. G2 (E): Sycamore x 2 - remove. T4 (F): Oak – crown reduction of 30% and remove large branches on side facing the house.
- 20201070 – Dairy Farm, 32 Wroxham Road – Conversion of Agricultural building to 2 No Dwelling Houses
- 20201058 – Ivor Cottages, 53 Rectory Road – Loft Conversion

11. Finance

Copies of invoices have been emailed to parish councillors in advance

(1) Payments Received

BDC - Precept 1 st Instalment 2020/21	£17,500.00
NCC – Grass Cutting 2020	£1291.06

(2) Payments for Approval

Direct payment authorisation sheet to be signed off at next public meeting

NPTS - Finance training for clerk and MT	£72.00
Clerk expenses - June	£57.94
Pauline James - Internal Audit Fee	£79.75
Wave Water Bill – Allotments	£90.74
Donation CAST – Grant Contribution to Tarmac LCF	£2145.57

(3) Previously agreed Standing Orders and other payments

Payroll for June 2020 (R.Furr)	£852.41
CPRE - Annual Membership	£36.00

(4) End of Year Accounts 2019 -2020

To approve the Governance Statement 2019 – 2020 on the Annual Return (circulated)

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To approve the Statement of Accounts 2019 – 2020 and reconciliation
(circulated)

(The AGAR and Statement will be signed by the chair subsequent to approval via post.)

12. CAST

Update from Mrs Snelling and Ms Thackham

13. Playground and MUGA

To provide update and consider approval for any actions required

14. Phone Mast

To provide update and consider approval for any actions required

15. Crocus Home Development

To provide update following virtual meeting held with Nigel Harriss – East Area Team Manager at Broadland District Council on Wednesday 27th May.

16. Lower Commons

To respond to concerns regarding the closed toilets, lack of bins and poor parking which are causing public health/hazard issues for parishioners and visitors.

17. Repair or replacement of Bus Shelter on Westbourne Road

To consider and approve course of action.

18. Allotments

To receive update and consider the felling/pruning of a Poplar Tree on the northern boundary of the allotments

19. Corner of Church Close/Church Street

To respond to concerns raised by a parishioner about the poor condition of the tree and hedge and grass which needs pruning/cutting.

To respond to concerns raised by a parishioner about the poor condition of the memorial bench.

20. Tree Survey

To consider and approve 3 quotes for a tree survey – due July 2020

21. Environmental Stewardship

To approve agreement for higher level stewardship on land parcels

22. Standing Orders

To review and approve standing orders which have been updated to include holding parish council meetings virtually.

23. Financial Risk Assessment of Coltishall Parish Council

To review and approve risk assessment which has been updated to include holding parish council meetings virtually.

24. Community Action Norfolk Membership

To consider renewing membership £20 Bronze or £50 silver

25. CILCA

To approve clerk's application for training bursary towards CILCA (£100 max). To approve funding for clerk to attend CILCA training – commencing September (£236).

26. Other meetings and training

Meetings and training attended

- Virtual Meeting with Nigel Harriss – East Area Team Manager at Broadland District Council regarding proposed Rectory Road Development by Crocus Homes and preferred housing allocation in GNLP Draft Plan Consultation 2020 – JM, JH, MS and Clerk

- Understanding your council's finances – MT and Clerk

Future meetings and training

- Weekly Webinar Conferences via NPTS and NALC - Clerk

27. Any Other Business

To report matters for inclusion in a future agenda

The next scheduled date for Councillors summoned to participate in resolutions will be agreed at this virtual meeting.