



COLTISHALL PARISH COUNCIL

All Councillors are summoned to a Meeting of Coltishall Parish Council which will be held in the Church Rooms, Rectory Road, on
Tuesday 2nd January 2024 at 6.30pm.

Becky Furr, Parish Clerk, 21st December 2023

AGENDA

There will be an opportunity for public participation and district/county council reports, before the meeting commences. Please note that once the meeting is in session, members of the public are not allowed to speak unless specifically invited by the Chair/Clerk, in which case a vote will be taken to suspend standing orders.

- 1) To receive and consider apologies for absence.
- 2) To receive declarations of interest and request for dispensations.
- 3) To agree the minutes of the last Parish Council meeting held 5th December 2023 (Circulated).
- 4) To consider any matters arising (circulated in clerks report)
- 5) To consider and agree any planning applications including those received after agenda is published.
Please refer to www.southnorfolkandbroadland.gov.uk/plans and type in the application number to inspect plans.
- a. BA/2023/0463/HOUSEH - Outdoor swimming pool & garden room with steps to existing balcony at Sunny Bank , 41 Wroxham Road.

- 6) To agree financial statement below:

a. Payments Received		
HMRC	VAT Reclaim	£1705.73
Mr Williamson (Allotment Tenant)	Clear Up Plot before termination	£150.00
Rural Payments Agency	Environmental Stewardship	£364.00
b. Payments previously approved		
Garden Guardian	Grass Cutting	£11770.67
	Highways Verges	£1690.80
	Churchyard	£2607.00
Clifford Moate	Caretaker Work	£345.00
c. Payments for Approval		
Becky Furr	Clerks Expenses for December	£227.59
Michelle Thackham	Expenses for Carols Event	£63.86
NPLAW	November Legal Fees	£472.44
Michlmayr Clock & Watchmakers	Repairs to public clock at St John the Baptist Church	£2568.00
d. Payments for information only – previously agreed direct debits and standing orders		
B Furr	Clerks Salary for December	£1228.93
Norfolk Pension Fund	Clerks Pension for December	£537.75
HMRC	Tax for December	£214.65
EE	Clerks Mobile - December	£6.00

- e. To review the Quarter 3 financial report.
- f. To approve the internal auditor for 2024.
- 7) To receive an update and consider any actions regarding the management of the allotments – Mr Oakes.
- 8) To note that the application to convert the CVH&RG company to a Charitable Incorporated Organisation has been successful and the governing document submitted with the application for the CIO is now the governing document of the charity.
- 9) To receive an update and consider any actions regarding the SAM2 camera. Quarter 3 Speedwatch report will be circulated by Mr Jones in due course for information.
- 10) To receive an update regarding the quiet lane scheme for St James and agree whether other areas should be considered.
- 11) To agree the professional annual play inspection contractor for 2024.
- 12) To receive an update regarding the footbridges between Coltishall and Horstead and consider future adoption, financial support and maintenance.
- 13) To receive an update and consider quotations in respect of a pedestrian sign near Church Loke.
- 14) To consider setting up gov.uk website domain for the parish council website and gov.uk email addresses for councillors and clerk.
- 15) To consider items for inclusion on the next agenda.
- 16) To note the date of the next meeting on Tuesday 6th February 2024 at 6.30pm in the Church Rooms, Rectory Road.