



COLTISHALL PARISH COUNCIL

Clerk: Rebecca Furr
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To members of the Parish Council

You are summoned to Coltishall Parish Council Meeting on
Tuesday 2nd November 2021 at 6.30pm in Coltishall Church Rooms, Rectory Road, NR12 7HP.

To members of the Public

Members of the public and press are welcome to attend. Please note in law, members of the public are not allowed to speak when meetings of the Parish Council are in session except under Public Forum or by invite of the Chairman/Clerk, in which case a vote will be taken to suspend standing orders.

To all attending

If you think you have symptoms of Covid 19 please stay at home and take a PCR test.

Rebecca Furr - Clerk to the Parish Council

Published - 25th October 2021

AGENDA

1. **Apologies for Absence**
2. **Declarations of Pecuniary Interest and Requests for Dispensations**
3. **To approve minutes of 5th October 2021.**
4. **To report any matters arising from the previous minutes (information only)**
5. **Public Forum**
 - a. Reports from District and County Councillors – Cllr Jo Copplestone and Cllr Fran Whymark
 - b. Public Participation
6. **Planning** - To consider planning applications listed and any received after agenda set.
 - a. **20211389** Point House Barn, 5 High Street – Reconsultation Re-build of partially collapsed barn to create dwelling. New main entrance screen to the side elevation. Formalised gardens separating the use from Point House as well as separate parking to be implemented.
 - b. **20211755** - Church Farm House, 21-23 Great Hautbois Road - Installation of two no wood-burning stoves & associated alterations
 - c. **BA/2021/0345/HOUSEH** Hazel Wood House, 2 White Lion Road - Reconsultation self contained annex & estate fence to front boundary
 - d. **20211890** 4 Church Close - Creation of a single storey rear extension with render and inner timber frame and outer blockwork leaf

7. Finance

<i>a. Payments Received</i>		
Norfolk County Council	Precept 2 nd Instalment	£17528.50
Norfolk County Council	Refund from Parish Partnership Bid 2018 (Ling Way/B1150 Safer Crossing Scheme)	£3662.12
HMRC	VAT Claim Qtr 2	£546.00
<i>b. Payments for Approval</i>		
Chris Knott Insurance	Allotment Insurance	£334.85
	Emergency payment made in advance to secure insurance from renewal date of 20.10.21	
Rebecca Furr	Parish Clerk Expenses	£9.00

c. <i>Previously agreed Standing Orders</i>		
Rebecca Furr	Payroll Nov 2021	£ 1087.21
Norfolk Pension Fund	Pension Contribution Nov 2021	£318.36
Plusnet	Clerk's Mobile (Oct)	£6.00

d. To note the internal control check has been successfully completed for Qtr 2 bank reconciliation (submitted in advance to the parish council)

e. To consider draft budget and precept for 2022/23

8. Coltishall Village Hall and Recreation Ground (CVH&RG)

- a. To receive report from Ms Snelling – Trustee
- b. To consider meeting with Community Action Norfolk and CVH&RC about respective roles and governance options.

9. Allotments

- a. To receive report from Mr Oakes - Chairman of Coltishall Allotment Association and consider any recommendations made by the allotment committee
- b. To reconsider the decision to ban dogs at the allotment site noting more than two parish councillors wrote to the parish clerk requesting this special motion.
- c. To consider quotes for crown reduction work to the Allotment Apple Tree
- d. To consider mending/replacing allotment gate on Chapel Lane

10. Play Area and Multi-Use Games Area

- a. To open and consider all tenders relating to Coltishall Play Area Renovation
- b. To consider quote to complete outstanding noise dampening work on MUGA
- c. To consider quotes for health and safety signage for the MUGA and Adult Gym Equipment
- d. To consider revised quote for chains to basket swing which includes labour costs

11. Donations

- a. To consider donation to Royal British Legion for Poppy Wreath to be placed at Coltishall Remembrance Service.
- b. To consider donation towards equipment costs for Bure Valley Conservation Group for grass cutting the Community Orchard
- c. To consider donation to CPRE (The Countryside Charity) to legally challenge the GNL (Greater Norwich Local Plan).

12. Highways

- a. To consider any concerns for the village Highway Inspection visit on 22/11/21.
- b. To consider funding and supplying yellow cones along Wroxham Road
- c. To consider quote from Westcotec to supply and install 20mph flashing light sign under Parish Partnership Bid 2022.
- d. To consider adding a SAM2 camera to the Parish Partnership Bid 2022.

13. Village Assets

- a. To consider location and event for the Lieutenancy offer of a specially commissioned memorial plaque to commemorate the resilience of Coltishall community during the time of the pandemic.
- b. To consider information from Land Registry regarding the ownership of the hedge closest to the cricket pavilion and consider any actions required to maintain the hedge and reinstall netting to protect residents from cricket balls entering their boundary.

14. Climate Action

To consider applying for free trees under the Community Tree Fund – closing date 28th November.

15. Dr Bike

To consider proposal from Dr Bike to fund and provide land to hold a bike pop up workshop in the village

16. Other meetings and training

- a. Meetings and training attended
 - 21.10.21 Budget Meeting RG, JH, MS, JM and RF
 - 26.10.21 Play Area Site Visit with Contractor - RF
- b. Future meetings and training
 - 10.11.21 Tree Warden Network AGM - RF
 - 16.11.21 and 18.11.21 - New Councillor Induction Training - MP
 - 23.11.21 Planning Training – MP
 - 01.12.21 Priority Setting Meeting - TBC

17. To report matters for inclusion in a future agenda

**Next meeting Tuesday 7th December at 6.30pm at Coltishall Church Rooms, Rectory Road, NR12
7HP**