



COLTISHALL PARISH COUNCIL

Clerk: Rebecca Furr
2 Hall Cottages, The Windle, Acle, NR13 3JT
Tel: 07446 542156
Email: coltclerk@gmail.com

To members of the Parish Council

You are summoned to Coltishall Parish Council Meeting on
Tuesday 5th October 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 - 28th September 2021

AGENDA

1. **Apologies for Absence**
2. **Declarations of Pecuniary Interest and Requests for Dispensations**
3. **To approve minutes of 7th September 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. **BA/2021/0370/TCAA** – Boathouse and Summerhouse, Wroxham Road – T1: Unknown - crown raise over the dyke and river to 4.5m from ground level to allow unhindered navigation
 - b. **BA/2021/0346/LBC** - Hazel Wood House, 2 White Lion Road - Erection of a self-contained annex & glass fence to front boundary
 - c. **BA/2021/0004/TPO** - High House, 43 Wroxham Road – Tree Preservation Order
 - d. To update on planning application for overflow car park (temporary grass reinforcement mesh) at the large recreation ground and agree any actions to progress application

7. Finance

- | | | |
|---|--|-----------|
| a. <i>Payments Received</i> | | |
| HMRC | VAT – Qtr 1 and backdated clerks expenses since 2019 | £105.91 |
| b. <i>Payments for Approval</i> | | |
| Biffa | Lower Common (Aug & Sept) | £159.30 |
| Dr Stump | Plum Tree Reduction – Allotments | £270.00 |
| BHIB | Insurance Renewal | £743.98 |
| NPTS | Induction and Planning Training | £84.00 |
| Playforce | Inspection July 2020 | £360.00 |
| Play inspection Company Ltd | Inspection August 2021 | £270.00 |
| Rebecca Furr | Clerks Expenses (includes website renewal) | £106.23 |
| c. <i>Previously agreed Standing Orders</i> | | |
| Rebecca Furr | Payroll Oct 2021 | £ 1087.21 |

Norfolk Pension Fund	Pension Contribution Oct 2021	£318.36
Plusnet	Clerk's Mobile (Sept)	£6.00

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

- a. To receive report from Ms Snelling – Trustee
- b. To receive update on hiring agreements and agree any actions necessary following CVH&RC review

9. Allotments

- a. To receive report from Mr Oakes - Chairman of Coltishall Allotment Association and consider any recommendations made by the allotment committee

10. To consider grass cutting contract

11. To consider quotes for

- a. Annual Tree Survey
- b. Crown lift to trees at Great Hautbois Common including Willow Tree
- c. Removing conifers / pruning Leylandii trees at the Large Recreation Ground
- d. Trim hedge at Village Hall Car Park
- e. Reduction work to Apple Tree at the Allotments

12. Play Area

- a. To review annual play inspection report and agree any actions required
- b. To consider submitted tenders to renovate the play area

13. Climate Change

- a. To consider writing to Norfolk Strategic Flooding Alliance regarding latest flooding leaflet and concerns regarding risks of flooding and lack of preparation
- b. To consider declaring an ecological emergency and support the climate and ecological emergency bill.
- c. To consider a proposal from a community group to plant free trees on parish land.

14. To consider parish partnership bid for 2022/23

15. To consider donation to CPRE to seek legal advice to challenge elements of the GNL

16. To consider any further action regarding no parking signs placed on BOAT at Old Bakery Management Court

17. To agree what action should be taken regarding the removal of a CPC boundary post at Gt Hautbois Common

18. To agree MUGA noise dampening work will need to be finished by a professional. RF to obtain quotes.

19. To consider feedback regarding ownership of the hedge between cricket field/resident properties and agree any further action

20. Other meetings and training

- a. Meetings and training attended
 - 06.09.21 – Site visit with Wickstead to Play Area - RF
 - 10.09.21 - Meeting with grass contractor RG, MS and RF
 - 23.09.21 – Site visit with Premier Playgrounds to Play Area – RF
 - 28.09.21 – Police Community Forum – RG and NC
- b. Future meetings and training to approve
 - 16.11.21 and 18.11.21 - New Councillor Induction Training - MP
 - 23.11.21 Planning Training - MP

21. To report matters for inclusion in a future agenda

Next parish council meeting - Tuesday 2nd November 2021 at 6.30pm at Church Rooms, Rectory Rd