



COLTISHALL PARISH COUNCIL

Parish Clerk: Becky Furr
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Minutes of Coltishall Parish Council Meeting held on Tuesday 3rd October 2023 at 6.30pm in Coltishall Church Rooms

Present

Chair: Richard Germany
Vice Chair: John Haschak
Councillors: Nicola Chaney, Hayley Sands Moore, Michael Spinks and Michelle Thackham
Also, Becky Furr – Parish Clerk, Robert Oakes - Coltishall Allotment Association Chairman and seven parishioners.

Public Forum

Several parishioners raised concerns about the two-week closure of Wroxham Road / Church Road. The signage has not been adequate and residents should have been given more notice. There are also concerns that emergency vehicles are unable to obtain safe access as a digger is left in the middle of the road when workers have left. The clerk will report this to Highways.
A parishioner raised that only two pot holes have been filled in on Station Road, but there are more. The clerk will report this to Highways.
A parishioner raised a point for County Cllr Whymark about seepage and why some developments have been able to proceed and other's not. The clerk agreed to email Cllr Whymark regarding this query.

Main Meeting

1. Apologies for Absence

Apologies were ACCEPTED from Cllr Snelling, District Cllr Copplestone and County Cllr Fran Whymark.

2. Declarations of Interests and Requests for Dispensations about items on this agenda

Cllr Thackham, Cllr Spinks and Cllr Snelling are trustees of Coltishall Village Hall and Recreation Ground charity. Cllr Sands Moore and Cllr Thackham are tenants of Coltishall Allotments.

3. Minutes of 5th September 2023

These were APPROVED as a true and accurate record and signed by the chair.

4. Matters Arising

The clerk's report was sent in advance of the meeting. It was noted that the clerk had written to the CEO of Westcotec regarding an explanation and solution to the inaccurate data. However, this was not answered and it was proposed a meeting should be held at Westcotec. Since then, Cllr Haschak updated that the battery on the SAM2 had to be replaced and as previously discussed the parish council should consider a refund. This was supported by full council, pending a discussion with Linda McDermott – NCC Highways Parish Partnership Team.

5. Planning Applications

- a. BA/2023/0269/FUL – Change of use of land to overflow parking area including revised parking plan. The Norfolk Mead Hotel, Church Loke, Coltishall. NO OBJECTIONS.

- b. BA/2023/0362/FUL – Provision of new access. Woodland adjacent Church Loke. **OBJECTION.**
Reason: No more gateways are needed on Church Loke. The applicant has not provided an explanation why a new access is needed. It will increase a risk to pedestrian safety.

6. Finance

a. Payments Received - NONE		
b. Payments Previously Agreed and NOTED		
Eco Anglia	Windows for Village Hall & Pre School	£3324.00
Timotay	Deposit for MUGA work	£6141.20
c. Payments APPROVED		
RG Services	Hedge Cutting at Football Field	£650.00
Norse	MUGA Lock Up/Unlock for August	£595.20
B. Furr	Clerks Expenses including annual wix fees for parish council website	£252.49
NPLAW	Fees for August	£15.24
BHIB	Parish Council Annual Insurance	£876.63
Chris Knott	Allotment Insurance Renewal	£336.85
Payments Agreed by Standing Order and NOTED		
Becky Furr	Clerk's Salary – September (note this includes increment from Scale 28 to 29 since 25 th July 23 following one year's employment).	£1202.88
HMRC	Tax - September	£169.04
Norfolk Pension Fund	September's Contribution (including increment)	£402.59
Plusnet	Clerk's Mobile Phone – September	£7.49

- d. The financial report for Quarter 2 was circulated and NOTED.

7. Coltishall Allotment Association

- a. Mr Oakes updated that he had received a complaint regarding the weeds on Plot 86b and asked if a polite letter could be sent. This was AGREED. The clerk confirmed warning letters to the appropriate tenants were sent on the 19th September, they have 28 days to respond (16th October 2023). The tenants of Plot 36 and 37 will be giving up Plot 37 at the end of March 2024. Mr Oakes reported that there are gaps in the hedge along the bridle path. Cllr Spinks (tree warden) AGREED to take a look and report back to council what was required.
- b. The annual allotment insurance renewal with Chris Knott commencing 20th October 2023 was APPROVED.

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

- a. The clerk updated that Ted McCarter had resigned yesterday with immediate effect from the charity. The CEO of Barclays responded to the clerk's letter and access to the charity

accounts is in progress. The charity commission have still not responded to the solicitors. Cllr Haschak asked if there was a deadline. The clerk advised there is not.

- b. Cricket Pavilion Renovation – The windows have been boarded up. It was AGREED to proceed with the rendering and exterior works including fascia painting, guttering and bespoke doors for the shed. The clerk will ask Hyspek to requote for turning the open shower into a single cubicle shower and toilet. It was AGREED the existing toilet should also be renovated as part of the works to quote.
- c. The quotes to install and supply a fire door to the kitchen football pavilion and internal push pads from Newstead Group was APPROVED.
- d. Toilet Facilities at the Bowls Green. This matter was addressed under item 8b. An extra toilet will be provided at the cricket pavilion for the bowls club to use next season.

9. Highways

- a. Cllr Spinks advised that Highways had not cut all the nettles along Hautbois Road and left a large portion at Frogge Lane end. The clerk will report this to Highways.
- b. The clerks advised that she had tried to meet with the local Highways engineer to review the various responses from the consultation at Anchor Street, but this has been unsuccessful to date for a variety of factors including, the engineer does not specifically design the TRO scheme and there are conflicting views from residents about parking. In relation to the occupiers of No. 18 being safe to carry out works to their property which is immediately off the road, Highways have advised they apply for a permit.

10. Community Orchard

The management plan of the Community Orchard circulated was APPROVED with the amendment that the left and right sides of the hedge will be cut alternate years but the tops of the hedges will be cut annually.

11. Community Events

- a. It was AGREED to hold the Christmas Carols Around the Tree at St John the Baptist Church on 9th December 2023 with Coltishall PCC. A budget of £200 was AGREED to purchase mince pies and refreshments for the event. The allotment association have AGREED to provide a Christmas tree. The clerk will ask the pre school and primary school whether they would like to be involved with decorating the tree again.
- b. 80th Anniversary of D Day – 6th June 2024. The clerk will ask Horstead Parish Council whether they would like to hold a joint event. Cllrs Germany, Chaney and Thackham and Mr Oakes AGREED to be a working party to help with the event.

12. Grant Applications

Coltishall and Horstead Good Neighbours asked for a financial contribution towards the installation of a defibrillator. This was UNSUCCESSFUL. Cllrs commented that there are two defibrillators in Horstead opposite each other (Recruiting Sergeant and Horstead Garage) and one of these could be moved near Lower Common.

13. Self-employed contractor's agreement for caretaker/groundsman services between Coltishall Parish Council and Clifford Moate.

This had been prepared by NPLAW and was circulated to both parties ahead of the meeting. This was APPROVED.

14. Items for the next agenda.

- a. Broad's Authority's decision to close the two bridges between Horstead Mill and Coltishall.

- b. Feedback from meeting with Helen Mellors – Assistant Director of Planning at BDC – Tuesday 17th October at 2pm. (Clerk, Cllrs Germany, Haschak and Spinks to attend).

The meeting closed at 7.40pm.

The next parish council meeting will be held on **Tuesday 7th November 2023** at **6.30pm** at Coltishall Church Rooms, Rectory Road, Coltishall, NR12 7HP.

News from Broadland District Council

As the Public Consultation on the Development Brief for the North Walsham Extension concludes, the B1150 Group submitted a 'strong' objection to North Norfolk's proposed development on the grounds of public safety and the significant effect the additional traffic from this proposed development will have on Coltishall & Horstead, when North Walsham expands by almost 40% to population of circa 18,000.

Just prior to the end of the North Walsham consultation representatives from Coltishall Parish Council and the B1150 Group finally met NNDC's Place Shaping Manager, the Consortium of Developers and NCC Highways at Broadland Council offices, along with Cllr. Fran Whymark & I, where Consultants Aecom made a short presentation on Coltishall's traffic assessment data. Since I attended NNDC's Cabinet Meeting in early September, to complain about the lack of cross border communication throughout the Local Plan process and the two woefully inadequate traffic 'mitigation measures' suggested by Aecom to improve traffic flow in Coltishall, all parties clearly understand our main objective in Coltishall & Horstead is to protect pedestrians, cyclists, and public safety.

During the meeting members of the B1150 Group gave clear examples of our public safety concerns and consultants Aecom were shocked to see a photo of two HGV's passing on Station Road, one lorry mounting the narrow pavement, which we all know is a daily occurrence in the village. Members of the B1150 Group voiced concerns about the lack of a safe crossing for the children of Ling Way to get to School, where a cyclist was fatality injured in 2021, Station Road's dangerous narrow pavement and the Railway Bridge RTA last Autumn where Land Rover came off the road into a private Garden. Additionally, Hautbois Corner onto our High Street, which lacks a safe crossing point for pedestrians, the problematic 'Island Junction' turning, the lack of a safe crossing point for pedestrians in Horstead near the Recruiting Sergeant and our biggest problem our narrow River Bridge, where motorists lose wing mirrors and scrape the brick piers every week.

Furthermore, NNDC have suggested the Consortium submit a timetable by early October to inform the B1150 Group when we can expect to meet to examine further Traffic Mitigation Measures to protect public safety and view the Transport Assessment work for Coltishall. Following this we can expect a F2F Public Consultation Event which is linked to the North Walsham Development Brief to be held in Coltishall, all prior to the Planning Inspector's Hearing on NNDC's Local Plan.

Kind regards,
Cllr. Jo Copplestone
Cllr.jo.copplestone@southnorfolkandbroadland.gov.uk

News from Norfolk County Council

Henry Cator, Chairman, Norfolk Strategic Flood Alliance, has asked that we all clear ditches on our land. With the concerns about flooding in our area we all need to do our bit. As Henry says if a fish cannot swim through your ditch it needs clearing.

Travel Norfolk Car Scheme is looking for volunteer drivers. This service helps adults reach vital health, social and wellbeing services. Passengers pay 45p a mile and parking fees, so volunteers will not be out of pocket. For more information go to www.norfolk.gov.uk/volunteerdrivers or call 0344 800 8020.

At Broadland we are in the process of buying 7 properties to help improve our housing for those in need of temporary accommodation. Additionally with central government funding we will be looking at purchasing an extra 3 for temporary accommodation and another 6 to support Afghan refugees over the next 6 months.

Take care
Cllr Fran Whymark