

COLTISHALL PARISH COUNCIL

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Minutes of the Parish Council Meeting held at the Church Rooms on Tuesday 14th May 2019 at 6.00pm

Present: Bill Musson (BM), John Haschak (JH), Campbell Jones (CJ), Doreen Snelling (DS), Michael Spinks (MS), James Matthews (JM), Brian Getley (BGet), Fran Whymark NCC (FW), Jo Copplestone BDC (JC), Suzanne Hall (Clerk, SH), plus 8 parishioners.

1. Elections

- (a) Chairman: JM was proposed by BGet and seconded by JH. There being no other nominations, JM was deemed elected. JM signed his acceptance of office and took the chair. Bill Musson, the outgoing Chairman, departed
- (b) Vice Chair: CJ was proposed by BGet and seconded by DS. There being no other nominations, CJ was deemed elected. CJ signed his acceptance of office
- (c) To note - Acceptance of Office forms have been signed by newly elected Councillors and the Disclosure of Interest forms have been completed and returned to Broadland District Council.
- (d) APPROVAL was given for new councillors to attend a new councillor training session.

2. Apologies for absence.

None

3. Declarations of pecuniary interest in items on the agenda

None. (CJ advised his Section 33 dispensation re NCC, – letter to be sent to clerk)

4. Minutes of previous meeting 9 April 2019

Minutes were signed as a true and accurate record.

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

None

Open Forum

6. To receive reports from district and county councillors

- JC thanked the people of the Parish for re-electing her. As portfolio holder for Economic Development, JC attended a workshop for the Greater Norwich Development Partnership where the future of retail businesses in our region, and how to regenerate this sector was discussed. The retail sector has been greatly affected by customers changing to online shopping, and our town centres now need help to invigorate commerce. JC also attended the Financial Industries Group meeting where discussions included 'Deterring financial misconduct' and 'Artificial Intelligence & Machine Learning for Finance' and how this can assist our local finance sector. If you would like any more information on these matter's Financial Industries Group go to www.fignorwich.org or please feel free to contact Jo Copplestone.
- FW advised that he is bringing himself up to speed in his new role – he has met with Highways and attended the Stanninghall Quarry meeting. He has been appointed onto NCC committees relating to Children's services and schools and will be involved with the Broads Authority. He has also been appointed a Broadland District cabinet minister to look at housing. FW will raise concerns with NCC about the changes to the bus timetable in respect of Rectory Road Coltishall.

7. Public Participation

- Concern was raised about the changes to the bus route and the lack of warning that the timetable was changing.
- MUGA – it was reported that: the anti-climb sign was partially unattached; the rubbish
- A resident was advised that cars blocking footpaths should be reported to the police via 101. BGet to find out if we are allowed to put polite requests on these cars as the owners may be unaware of the issues they cause.

8. Police Report – February – 4 – 1 violence Church St, 1 ASB North Walsham Rd, 2 ASB Rectory Road

March – 4 – 1 violence Ling Way, 1 burglary Rectory Road, 1 violence Church St, 1 public order Church St

9. Highways/SAM2/Speedwatch

The SAM2 will be returning to Coltishall in two weeks time and the first site will be the B1150 by Ling Way.

Mr Pye provided a Speedwatch report – The session on 19 April on the Wroxham Road resulted in the police issuing letters to 7 registered owners exceeding 35mph and the session on 23 April on the North Walsham Road resulted in 12 letters being issued.

BGet volunteered to join the Speedwatch team

Main Meeting

10. Finance report

(1) The following payments were received prior to the meeting

Precept – 1 st Instalment	£17,000.00
VAT reclaim Q4 2018/19	£629.07
CIL – Westbourne House	£4,418.75
Rural Payments agency	£92.00

(2) The following payments were approved at the meeting

Internal Audit fee	£88.70
Councillor expenses – MUGA	£133.85
WAVE – allotment water bill	£69.52

Proposed CJ, seconded JH. and **APPROVED**

(3) Previously agreed Standing Orders and other payments

Payroll for April	£837.81
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(4) Accounts for final quarter 2018-2019 have been examined by Mr Kirkham and **APPROVED**

(5) To note - the End Of Year accounts have been audited by Ms James – report circulated

(6) Financial Risk Assessment – was **APPROVED AND SIGNED**

(7) Governance statement 2018-2019 was **APPROVED AND SIGNED**

(8) Statement of Accounts 2018 – 2019 was **APPROVED AND SIGNED**

11. To report on planning applications:

- It was noted that a **no objections** decision was given to the following applications:
 - 20190578 – Hernes Farm – Orangery to rear
 - 20190575 – Honeysuckle Cottage – Bat Gate
 - 20190621 – 5 Kings Road – Catside Roof
- BA/2019/0147/HOUSEH/1 – Home Port – 6 Anchor Street – Alterations to modernise the complete building – **NO OBJECTION**

12. MUGA – Update from BGet – Webbing has been installed on four panels and all agreed panels will be completed by the end of May. This will be monitored over the summer to see if the rest of the panels need the same treatment.

Two quotes were obtained to move the fencing. It was AGREED to proceed with the quote from Crosskill. A neighbour agreed the fence should be moved. Once the fence has been moved the basketball hoop will be re-installed.

13. CAST

The U9 kittens football team won their league.

Bins at the village hall have been causing issues. The bottlebanks have been removed and the clerk will ask for the paperbank to be removed. The wheelie bin on the car park and the small bin by the playground are the responsibility of CAST. It was suggested to CAST that the wheelie bin be removed as it was originally obtained for bottlebank and paperbank rubbish – regular hall users do not use it. It was suggested that Broadland District Council would empty the playground bin weekly for a small fee – the clerk to provide CAST with contact details.

14. Correspondence

- **Footpath to Dairy Farm** – Residents have been discussing the possibility of a new footpath into the village with Highways. The councillors agreed that there is a need for a path along this dangerous stretch of road. The residents will talk to the landowner about funding etc.
- **School run traffic** – Concerns with the volume of pick up and drop off traffic was raised which will be passed to the school.
- **Bus Timetable** – DS has been in contact with Sanders – the new timetable was implemented without warning. Services via Rectory Road have been reduced. The stop on the High Street causes traffic tailback issues and the less mobile are unable to cross the B1150 at this point so are unable to use the service. Sanders say the changes are to reduce journey time from North Walsham and to retain the viability of the service. FW to take forward as routes should be agreed with NCC.
- **Ling Way Crossing** – Highways have said they won't be putting road markings on the road as they don't see the benefit. The clerk will look for the original agreement and go back to Highways.
- **Black Poplar trees** – A request was received from the tree wardens to plant four black poplars on an area of the Upper Common owned by the Parish Council – this was **APPROVED**

15. Playground

Mr Kirkham continues to carry out regular playground inspections.

The see-saw has been vandalised – BGet and CJ have made it safe. BGet to obtain a quote for repair/replacement. BGet to speak to bowls club who reported seeing it happen. JH to talk to the CCTV company about trigger points.

16. Other meetings and Training

Meetings and training attended

Broads engage workshop – CJ – 25 April

Allotments meeting – CJ – 25 April

St John the Baptist church meeting – CJ – 30 April

Future meetings and training

Parish Paths Seminar – 29 May - CJ

17. Any other business

None

The next meeting will be on **Tuesday 11 June 2019 at a later time of 6.30pm** in the Church Rooms.