



COLTISHALL PARISH COUNCIL

Clerk: Rebecca Furr
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Minutes of the Parish Council Meeting held Tuesday 5th October 2021 at 6.30pm in the Church Rooms, Rectory Road, Coltishall.

Present: Chairman - Richard Germany (RG), Vice Chairman - John Haschak (JH), Parish Councillors - Michael Spinks (MS), Michelle Thackham, Nicola Chaney (NC), Doreen Snelling (DS), Maggs Pyner (MP) and James Matthews. Clerk: Rebecca Furr (RF) County Councillor: Fran Whymark 5 members of the public

1. Adam Wolton – Parish Councillor and Jo Copplestone - District Councillor sent their apologies which were ACCEPTED by the parish council.
2. There were no Declarations of Pecuniary Interest and Requests for Dispensations.
3. The Minutes of 7th September 2021 were APPROVED as a true and accurate record.
4. To report any matters arising from the previous minutes (information only)
Clerk reported that the parish council are not eligible to open a direct savers account via NS&I. The clerk has written to them for advice about investment options available to parish councils.

5. Public Forum

- a. Cllr Whymark provided a summary of his involvement on community matters. Please see his report and Cllr Copplestone's reports at the end of these minutes.
- b. A parishioner requested a meeting is set up between the parish council and district/county councillors to discuss the findings and recommendations of North Norfolk District Council's traffic study of Coltishall when this is made public. The parish council AGREED.

6. Planning

- 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 – NO COMMENT
- b. BA/2021/0346/LBC - Hazel Wood House, 2 White Lion Road - Erection of a self-contained annex & glass fence to front boundary – OBJECTION due to road/pedestrian safety and the design being out of character for a conservation area. The glass fence is prominent to the main road and is likely to cause a glare from vehicle lights.
- c. BA/2021/0004/TPO - High House, 43 Wroxham Road – Tree Preservation Order – NO COMMENT
- d. RF reported that an architect is required to carry out a site plan for the planning application to BDC for an overflow car park on the large recreation ground on Rectory Road. It was AGREED CVH&RC will fund and organise this.

7. Finance

a. Payments Received - NOTED		
HMRC	VAT – Qtr 1 and backdated clerks expenses since 2019	£105.91
b. Payments for Approval - APPROVED		
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

Signed (Chairman)

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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. Previously agreed Standing Orders - NOTED		
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. Please see report received from Ms Snelling - Trustee at the end of these minutes.
- b. MT reported that an Occupational Licence has been issued to the pre-school (model ACRE occupational licence template obtained from Community Action Norfolk) which has been signed by the pre-school. The clerk provided each councillor with a report urging the parish council to directly support CVH&RC in bringing the governance and finance to the standards outlined in their memorandum and article of association (constitution). MT and NC briefly left the meeting during debate and returned before the following action was APPROVED – giving the clerk permission to support CVH&RC with governance and finance matters. It was AGREED the clerk and MP will attend trustee training on the 1st December via CAN.

9. Allotments

Please see report at the end of these minutes from Mr Oakes - Chairman of Coltishall Allotment Association. Mr Oakes raised concerns about dogs continuing to foul on plots. It was AGREED to ban dogs from the allotment site as additional signage had already been displayed and had no effect.

10. It was AGREED to extend the grass cutting contract with Garden Guardian for another two years on the condition that the allotment grass will be cut bank to bank and any chippings left on the grass area near Chapel Gate. All chippings in other areas in the agreement must be cleared up. The parish council ACCEPTED the additions to the grass cutting contract schedule.

11. To consider quotes for

- a. Annual Tree Survey – David Gillet was APPROVED to undertake the tree survey in Spring.
- b. Crown lift to trees at Great Hautbois Common including Willow Tree – Target Trees were APPROVED to crown lift the Willow Tree. Dr Stump was APPROVED to crown lift the trees at Great Hautbois Common.
- c. Removing conifers / pruning Leylandii trees at the Large Recreation Ground – Option 1 of Dr Stump's quote was APPROVED to reduce upper lateral spread on left hand side pitches from road and rear of pitches.
- d. Trim hedge at Village Hall Car Park – A quote from Michael Morter was APPROVED
- e. Reduction work to Apple Tree at the Allotments – Clerk reported we are waiting to receive one more quote. To defer till next meeting.

12. Play Area

- a. The annual play inspection was sent to councillors ahead of the meeting to review. It was AGREED to replace the chains on the basket swing and obtain health and safety signage for the MUGA and Adult Gym Equipment. Clerk obtained a quote from Wicksteed who manufactured the basket swing. This was APPROVED. Clerk to obtain quote for signage.
- b. To consider submitted tenders to renovate the play area. The clerk opened the two tenders received at the meeting. A third contractor has stated they were unable to quote within the deadline. As a result, it was AGREED to extend the deadline for the next meeting so the council had a minimum three quotes to consider.

13. Climate Change

- a. It was AGREED no further action will be taken in responding to Norfolk Strategic Flooding Alliance regarding their latest flooding leaflet.
- b. It was AGREED Coltishall Parish Council will declare an ecological emergency and support the climate and ecological emergency bill. Clerk to write to MP Jerome Matthews urging him to support the Bill, write to the CEE Bill Alliance expressing the council's support and inform the Marlpit of the parish council's decision within the next newsletter.
- c. The parish council considered a proposal from MP to involve as many people in the community to plant trees as part of your Majesty the Queen's initiative 'Plant a tree for Jubilee'. The Parish Council were in favour of the idea but a robust plan about where the trees can be planted within the parish needs to be made first along with contacting organisations and individuals who are interested. It was also AGREED MP will write an article about the initiative for the Marlpit.

14. It was AGREED to apply for a 20mph flashing warning light under the parish partnership bid for 2022/23 with the aim of improving speed awareness near the school site.

15. AW has written to CPRE for further information about CPRE's actions to seek legal advice to challenge elements of the GNLP. Until a response has been received it was AGREED to defer whether a donation will be given to contribute towards this cost.

16. Old Bakery Court - It was AGREED the clerk will write to Old Bakery Management Court and ask them to remove the parking signs on the houses and fence as these are not applicable due to this area being a Byway open to all traffic.

17. It was AGREED the clerk will write to the resident who removed the CPC boundary post at Great Hautbois Common and request this is put back within a month.

18. It was AGREED the clerk will obtain a quote from Phil Pointer who previously quoted for the noise dampening work to the MUGA to complete the outstanding work.

19. The clerk read a letter from a resident regarding the alleged ownership of the hedge and their concerns about safety due to cricket balls entering their property. It was AGREED the clerk will investigate the boundaries.

20. Other meetings and training - NOTED

- a. Meetings and training attended
 - 06.09.21 – Site visit with Wicksteed 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 - APPROVED
 - 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

Clerk suggested budget 22/23 and considering a donation to the Bure Valley Conservation Group who will cut and clear the grass at the Community Orchard tomorrow.

Next parish council meeting is on Tuesday 2nd November 2021 at 6.30pm at Church Rooms, Rectory Road.

Norfolk County Council Report – October 2021

Over the last few weeks we have looked on in disbelief at the collapse of governance in Afghanistan. As you will be aware many individuals and their families who have been assisting the British Armed Forces have had to be resettled, as it is too dangerous for them to stay in their homeland, due to the Taliban.

Norfolk County Council (NCC) is working with Broadland District Council (BDC) (and all districts across Norfolk) to support the resettlement of Afghans. <https://www.norfolk.gov.uk/what-we-do-and-how-we-work/norfolk-county-council-news-and-updates/afghan-resettlement>

We need your help to offer housing and support to help Afghans establish new lives here. NCC will help find school places for the children and jobs for the adults, and much more. You can help by donating beds, furniture, household appliances (toasters, cookers, TVs, etc.) and garden tools, or gift vouchers. We also need volunteers to help coordinate our efforts.

You can donate via the Bishop's Refugee Fund (Bishop of Norwich)

at: <https://www.dioceseofnorwich.org/news/refugee-fund-re-launched-in-response-to-afghanistan-crisis/>, bank transfer (Payment reference: Bishop's Refugee Fund; Sort code: 20-62-61; Account number: 30674508; Account name: NORWCH DIO) or send a cheque payable to 'NDBF Ltd' to: Bishop's Refugee Fund, 109 Dereham Rd, Easton, Norwich, NR9 5ES.

BDC is helping to find accommodation and is seeking whole properties to house families. If you can help email: ta@s-norfolk.gov.uk or phone 01508 533893.

NCC Cabinet have agreed an extra £1m for 100 local road safety schemes. £10k could be made available for parishes to fund schemes such as; lowering speed limits, changing road signs and markings or address local concerns. Additionally, a £10m Pothole Fund could see £2.5m spent annually on resurfacing, bridge maintenance and repairing and preventing potholes. This is £11m in addition to the £42m budget for roads and infrastructure.

Take care
Fran

Cllr Fran Whymark
Member for the Wroxham Ward
Broadland District Council

Proudly representing Belaugh, Rackheath, Salhouse and Wroxham
Portfolio Holder for Housing and Wellbeing

Broadland District Council Report- October 2021.

The Portfolio Holder for Environmental Excellence has announced the next ten years contract for Strategic Environmental Waste Services has been awarded to Veolia Environmental Services Ltd. Procurement had been carried out in light of forthcoming changes to Government waste policies and funding, as well as considering developments in carbon reduction technology.

Following results from a recent Government consultation which proposes to introduce a universal weekly food waste collection service from 2024/25 across the country, Broadlands Cabinet confirmed a district wide food waste service remained an ambition of the Council.

Signed (Chairman)

Although our contractor Veolia is proposing to use second-hand Euro 6 compliant Refuse Vehicles there would be the opportunity to introduce electric refuse vehicles at a later date when they became more viable and effective. The Councils incentive payment mechanism would be used to encourage the Contractor to use Hydrotreated Vegetable Oil in the refuse vehicles which is anticipated to reduce CO2 emissions by 90%.

Norfolk Councils have joined together to launch 'Solar Together Norfolk', using bulk buying specialist 'iChoosr' which has previously helped save householders on average 30% of the market cost of solar panels. The scheme offers solar panels with optional battery storage as well as retrofit battery storage for residents who have already invested in solar panels and are looking to get more from the renewable energy they generate, as well as increasing their independence from the grid.

Electric Vehicle Charging Points (EVCPs) have been identified as one of the five key priorities in Broadlands Environmental Strategy, and officers will shortly be commencing a full review of car parking provision across the district, which will include a proposal for a network of EVCP's to be sited in council owned car parks.

I hope you all stay safe & well!

Cllr. Jo Copplestone

Cllr.jo.copplestone@southnorfolkandbroadland.gov.uk

Portfolio Holder for Economic Development

COLTISHALL VILLAGE HALL AND RECREATION GROUND REPORT - OCTOBER 2021

The hall hirers are almost back to normal with the exception of one who has withdrawn.

There have been inquiries for single events which may be taken up.

The AGM will be held in November the date to be confirmed.

Doreen Snelling

Trustee

COLTISHALL ALLOTMENT ASSOCIATION COMMITTEE - CHAIRMANS REPORT – OCTOBER 2021

The first of the gardening club was held thank you to all who attended. more meetings will be held on a monthly basis.

Work on the communal area will commence in the next two weeks.