

DRAFT meeting minutes of Coltishall Parish Council

Tuesday 5th April 2022 at 6.30pm, held in the Church Rooms, Rectory Road, Coltishall.

Parish Councillors present: Richard Germany (Chairman), John Haschak (Vice-Chairman), Michael Spinks and Nicola Chaney

In attendance: Taila Taylor (Parish Clerk), Jo Coplestone (District Councillor) and 6x Public.

1 Apologies for absence

Cllrs Michelle Thackham and Doreen Snelling gave their apologies in advance of the meeting which were ACCEPTED by the Parish Council.

2 Declarations of pecuniary interest and requests for dispensations

None received.

3 To approve the minutes of 15th March 2022

The minutes of the meeting were deferred pending amendments to include discussions regarding the SAM 2 traffic measures, an abandoned car and the Bridgehouse.

4 To report any matters arising from the previous minutes

5 Public forum

- a. Report from District Cllr Jo Coplestone regarding Broadland District Council's response to the Ukraine war and the ways in which they are seeking to support Ukrainian refugees. A full copy of Cllr Coplestones report is available on request.
- b. Public participation: None.

6 Planning

Application **20220439** Speed the Plough, North Walsham Road – No objections

Application **20220441** Frogge Barn, Frogge Lane, Coltishall – No objections

7 Finance

- a. Payments received – payments totalling £150.18 were NOTED
- b. Payments for approval – payments totalling £468.44 were APPROVED
- c. Previously agreed standing orders – payments totalling £1,189.46 were APPROVED

There was discussion regarding the poor service the Parish Council had received since changing from Natwest to Unity Trust Bank. The Parish Clerk advised she would enquire about the possibility of changing back and provide an update at the next meeting.

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

- a. The Parish Clerk reported that Cllr Thackham is still in contact with Community Action Norfolk and that progress with the governing document was ongoing but giving the extent of work and advice required any changes were not complete yet. Once the document has been approved by the CVH&RG trustees it would be brought to the Parish Council for agreement.
- b. It was noted that the CVH&RG trustees had kindly agreed to allow a defibrillator to be sited somewhere on their premises, the Parish Council therefore committed to the purchase and would explore costs for a defibrillator with an external cabinet so that it can permanently be accessed and quotes would be considered at a future meeting.

9 Allotments

The Clerk advised that the amended tenancies and rent letters were ready for circulation and that the dog signage had been ordered. There was discussion regarding the rent collection and it was agreed that Mrs Alexander would assist on behalf of the allotment association. Mr Oaks reported that there had been an inspection to assess a boundary dispute regarding a tree, and that it had been determined that the tree belonged to the property neighbouring the allotment plot. It was acknowledged that the plot holder has a common law right to cut the tree back to the boundary. It was also reported that the same property had erected a fence and included an access gate that opens directly onto the allotment and that there should be no access through the plot. It was AGREED that the Parish Clerk would write to the neighbours concerned regarding both issues. Mr Oakes also reported that the Chapel Lane gate was still in need of replacement. It was AGREED that Mr Oakes and Cllr Germany would find a like-for-like replacement gate and the Parish Council would reimburse the cost.

10 Traffic management and highways committee

Members felt that a formal committee structure would be unnecessary and instead noted their support for an individual group undertaking work relating to traffic management and highways concerns in the village. It was also noted that Cllr Whymark was exploring yellow junction boxes in the High Street by Coltishall Island to help with traffic flow and that the SAM2 traffic measures, grant funding and management needed to be considered and an item would be included on the next agenda.

11 Jubilee celebrations

The Parish Clerk reported on events taking place in the Broadland area to celebrate the Queen's jubilee. Considering the number of local events members felt it would be appropriate to engage with Horstead Parish Council and explore how we can work together. The Parish Council would also be taking part in the Queen's Green Canopy and would discuss planting and location with the local tree warden.

12 Correspondence

- a. Broadland Tree Warden Network donation request – Members AGREED to make a contribution at the same value as last year’s donation.
- b. Residents email regarding yellow lines – It was noted that there would be a significant cost and if implemented yellow lines would require enforcement, members therefore felt that the yellow lines would not be feasible.

13 Other meetings and training

- a. Meetings and training attended: None
- b. Future meetings and training: Previously agreed assistance with the year-end finances.

14 Matters for inclusion on a future agenda

- SAM2 traffic management
- Banking update
- Bridgehouse paddleboard business

15 Revised date of the annual parish meeting

Tuesday 3rd May at 6.30pm at Coltishall Church Rooms, Rectory Road.

16 Date of next meeting

Tuesday 3rd May at 7.30pm at Coltishall Church Rooms, Rectory Road.

The Chairman closed the meeting at 7.35pm