

# **COLTISHALL PARISH COUNCIL**

**[www.coltishallpc.info](http://www.coltishallpc.info)**

## **Minutes of the Parish Council Meeting held at the Church Rooms on Tuesday 10<sup>th</sup> September 2019 at 6.30pm**

**Present:** Campbell Jones (CJ), Doreen Snelling (DS), Michael Spinks (MS), Michelle Thackham (MT), Nicola Chaney (NC), Richard Germany (RG), Jo Copplestone BDC (JC), Suzanne Hall (Clerk, SH), plus 18 parishioners.

**1. Apologies for absence.**

James Matthews (JM), John Haschak (JH), Brian Getley (BGet) and Fran Whymark NCC (FW)

**2. Declarations of pecuniary interest in items on the agenda**

Item 10 – RG – owner of Church Farm

Item 10 – DS – friend of Dairy Farm owner

**3. Minutes of previous meeting 9 July 2019**

Minutes were amended then signed as a true and accurate record.

**4. Matters arising from the meeting (for information only)**

CJ – the overgrown hedging blocking the path north of the football field in Rectory Road has been reported and is scheduled to be cut in the autumn by Highways

CJ – A TRO for double yellow lines in the village hall area would cost in the region of £8 – 10K.

Due to cost it was decided not to pursue this at the present time

**Open Forum**

**5. To receive reports from district and county councillors**

See summary of report from Jo Copplestone at the end of the minutes.

A resident reported issues with parked cars blocking paths and asked if anything could be done – JC talked about the Norfolk Parking Partnership (NPP) and Broadland DC's planned review of parking guidelines. CJ distributed printed copies of the Civil Enforcement for Parking to RG, MS & JC, and he would email pdf copies to all the other Councillors.

**6. Public Participation**

- A Parishioner raised concerns about overgrown hedging blocking the path on Rectory Road and by the allotments – Clerk to check GG contract
- CAST were advised that cars parking on the football field during tournaments could cause damage to the grass
- Church Farm Change of use planning application – the planning application had a closing date of 24 August, but BDC issued a later letter to residents with a date of 22 September (PC not notified). Neighbours voiced concerns about HGV movement, effluents and the water supply, smells, antibiotic use etc. They also felt there was a lack of information in the planning application about the proposals – swine to be indoor or outdoor and their ages etc. The PC advised comments should be sent to BDC.

**7. Police Report**

- June – 14 reported crimes – 6 violence, 4 criminal damage, 2 possession of weapon and 2 Anti-Social Behaviour
- July – 2 reported crimes – 2 Anti-Social Behaviour

**8. Highways/SAM2/Speedwatch**

**Speedwatch** – No report

**SAM2** – CJ advised this will return to Coltishall next week. A new site on Rectory Road has been agreed and the post will be installed in the next few days. It was Agreed that the SAM2 would spend the full 8 weeks at this location.

**Highways** – see matters arising above

### Main Meeting

#### 9. Finance report

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

None

(2) **The following payments were approved at the meeting**

Dog Bins – Broadland District Council	£546.00
New Councillor training x 1 & Chairman Training	£70.40
External Audit – PKF Littlejohn	£240.00
Zurich Insurance and Playground inspection	£1,645.55
WAVE – on behalf of Allot. Assoc. for water	£113.87
Coltishall Community Apple Orchard – donation for approval	£50.00
Proposed MS, seconded MT and <b>APPROVED</b>	

(3) **Previously agreed Standing Orders and other payments**

Payroll for July & August 2019 £1,708.40

(4) It was noted that the 2018/19 accounts have been approved by the external auditors.

#### 10. To report on planning applications:

- **20191210** – Church Farm, Great Hautbois Road – Change rearing of poultry to rearing of swine - the council had submitted ‘no comments’ to BDC, but will add that residents have raised concerns that should be investigated. SO were suspended during these discussions to allow others to voice their concerns. They were advised to send their comments direct to BDC.
- **20191204** – Dairy Farm, Wroxham Road – prior notification – comments regarding the settlement limit, size of the building and access onto the road and into the village will be sent to BDC.

11. **MUGA** – Broadland District Council have made suggestions for improvements following a meeting they had with a resident. From these suggestions it was AGREED that the Clerk would ask BGet to obtain quotes to extend the netting and to reinstate the hoop. The PC will meet with BDC to discuss other suggestions.

Another resident confirmed that the MUGA is being locked at dusk (98% of the time) and that at that point its only occupied on average once every two weeks. There have been no issues with asking the occupants to leave.

#### 12. CAST

DS reported that CAST currently have a balance of £1,500.

MT provided a breakdown of improvements needed to make the hall attractive to hirers (see end of minutes). It is anticipated that around £10K will be required to complete this work. CJ mentioned Derbyshire trust for grants and said he would also speak to Fran Whymark.

#### 13. Playground

Mr Kirkham continues to carry out regular playground inspections.

The see saw and swing repair quote was APPROVED

#### 14. Policies – the following policies were APPROVED

- Financial Regulations
- Equal Opportunities
- Freedom of Information
- Grant

#### 15. Correspondence

- **Rectory Road Land** – It was agreed that Councillors would meet with Crocus Contractors Ltd to discuss plans – the clerk to arrange a meeting. It was noted that parishioners have received correspondence about making the one way into two way again - the PC would not be in favour of this.
- **Playground** - to note a parishioner was disappointed the swings and see saw have been out of action over the summer
- **Red Lion** – A Parishioner raised concerns about the frequency of events – this is a private business, licences and permits are issued and regulated by Broadland DC. The Parish Council are not consulted and as such this is not a Parish Council matter – any concerns should be raised directly with BDC.
- **Ling Way Speeding** – a resident asked about the possibility of Ling Way becoming 20MPH – advised to set up a petition and contact Fran Whymark.
- **Coltishall Community Apple Orchard** – Approval for a donation and to increase hedging was granted
- **Dairy Farm** response to permissive footpath enquiry given
- **Allotment Association** – are having issues with garden waste being dumped on the allotments – the clerk to advise, via the Marlpit, that this is Fly Tipping and liable for prosecution.
- **VE Day 2020** – It was agreed that RG and NC would meet with Horstead PC to discuss plans – CJ to arrange.
- **Westbourne Road bus shelter** – A quote to replace was received in January. However the bus shelter is part of the neighbouring property fence and tree work on the neighbouring property will also be required. Ownership of the land also needs clarified. The clerk to ask JM to pursue.

## 16. Other meetings and Training

### Meetings and training attended

SNAP – 11 July – CJ

Community Land Trust meeting – 18 July - CJ

### Future meetings and training

Chairperson Training – 10 September – JM

Charitable Trusts and Parish Councils – 8 October – Clerk & MT

SNAP – 10 October – CJ

## 17. Any other business

MS asked the clerk to find out how often tree surveys should be carried out.

The next meeting will be on **Tuesday 10 September 2019 at 6.30pm** in the Church Rooms.

## Summary of District and County Councillors Reports

**JC reported** – A Social Mobility & Inclusive Growth Strategy is being worked on. The 5 priority areas for growth are: providing Supportive home environments, increasing aspiration and career routes, supporting low paid workers, improving access, transport and business development and productivity. At the end of the summer JC was given a tour of the Bure Valley Railway. This will now remain a public amenity. It attracts around 175,000 passengers a year and employs 28 staff as well as having a host of volunteers.

### Village Hall Plan

- New front door
- Brick up doors between hall and pre-school
- Replace inside kitchen door (2<sup>nd</sup> hand will be okay)
- New kitchen (2<sup>nd</sup> hand will be ok), also flooring and electrics
- Refit serving area to include bar and food servery
- Ceiling in main hall – remove tiles and re-plaster

- Decorate main hall - new blinds and polish floor
  - New carpet at stage end and obtain sofas and coffee table (2<sup>nd</sup> hand will be okay)
- Anticipated the above will cost in the region of £10K.

DRAFT