



COLTISHALL PARISH COUNCIL

Parish Clerk: Becky Furr
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Minutes of Coltishall Parish Council Meeting held on Tuesday 7th March 2023 at 6.30pm in Coltishall Church Rooms

Present

Chair: Richard Germany

Vice Chair: John Haschak

Councillors: Nicola Chaney, Andrew Sands Moore, Doreen Snelling and Michael Spinks

County Councillor: Fran Whymark

Also Becky Furr – Parish Clerk, Tom Joyce – Crocus Homes, Stewart Life – Tree Warden, Robert Oakes - Coltishall Allotment Association Chairman, Jason Parker – Planning Consultant and 4 members of the public.

Public Forum

Cllr Coplestone sent a report in her absence which is included at the end of these minutes.

Cllr Whymark gave an update on county council matters. Please see report at the end of these minutes. Mr Life asked the parish council to consider areas for tree planting on parish land as part of NCC's 1 million trees scheme. This was later agreed at the meeting – item 10.

Main Meeting

1. Apologies for Absence

Apologies were ACCEPTED from District Cllr Coplestone and Cllr Thackham.

2. Declarations of Interests and Requests for Dispensations

Cllr Spinks is a trustee of Coltishall Village Hall and Recreation Ground.

3. Previous Minutes

The minutes of 7th February 2023 were APPROVED and signed by the chair as a true and accurate record.

4. Matters Arising (for information only)

The clerk's report was sent in advance of the meeting and NOTED.

5. Planning Applications

- a. GNL2019 – Draft proposal of 25 homes (Phase 2) at Land at Rectory Road. *Standing orders were suspended.* Mr Parker and Mr Joyce shared information about their draft proposal and the public consultation arranged for the 13th March between 2pm – 6pm in Church Rooms. Coltishall Parish Council had met earlier in February with both agencies with recommendations if the planning application is approved. This included additional calming measures for the B1150, a bus shelter and service from the development site and a pedestrian crossing on Rectory Road near St John's Close to the Play Area and Recreation Ground. Mr Joyce advised that Crocus had liaised with NCC Highways since our meeting and it was felt by NCC Highways that no other measures were needed. Mr Joyce had asked about traffic lights at the B1150 North Walsham Road junction but this was not deemed suitable by Highways because it would add more congestion. (Village gateways, additional line marking and a pedestrian refuge have already been approved). Mr Joyce said there was little that could be done to get a bus service from the development site. A pedestrian crossing would also not be viable near St John's Close because of the type of road but

a tactile crossing could be an option. Safety concerns were raised about traffic from the site turning left against the one-way system due to the congestion at peak times on the B1150. Crocus advised that the splay outside the site had been designed to make this very difficult so it would encourage vehicles to use the one-way route. *Standing orders were reinstated.*

- b. BA/2023/0039/TCAA - The Norfolk Mead Hotel, Church Loke. The clerk updated that there is a small highway works agreement between the Mead and NCC in respect of this planning application. According to Highways, it is the applicant's responsibility to take all appropriate measures to secure a legal right of access and establish any maintenance liabilities. NCC Highways have stated that it is the owner's responsibility who "front" the Church Loke to maintain this road (whether private or unadopted) and suggested the owners set up a management group to address who will be responsible. *Standing orders were suspended.* Mr Parker advised the residents could apply for adverse possession. *Standing orders reinstated.* It was AGREED that there was no further action the parish council should take at this time.
- c. 2023/0337 - Anchor Wood, 3 Anchor Street. Permission to undertake all the works listed within the report schedule. NO OBJECTION.
- d. 2023/8089 - High Street, Coltishall – Unauthorised Structure and Work/Expansion of business use. The clerk advised that this case was open to BDC enforcement team for investigation. The applicant has been advised that they need to submit a planning application and any work that has or will be undertaken is at their own risk and they may be asked to remove any building work if the application is not approved. However, it was noted that Cllr Whymark believes it could be up to 6 months before the application has to be submitted and by then the applicant may have already used their business over the summer period without planning permission.

6. Finance

a. Payments Received and NOTED		
HMRC	VAT Reclaim (Oct – Nov 22)	£2735.65
The Derbyshire Environmental Trust (Tarmac Ltd)	Play Area Renovation	£4947.33
b. Payments Previously Agreed and NOTED		
Greenbarnes	X2 Parish Council Noticeboards	£2199.71
Wave	Allotment Water Bill	£188.70
c. Payments APPROVED		
Norfolk Parish Training & Support	Annual Subscription	£419.37
Active Renovations	Bowl Club Fencing Repair and Paint	£1450.00
Coltishall Commons Management Trust	Tree work at Water Meadows	£400.00
Coltishall PCC	Annual Room Hire of Church Rooms	£169.00
Newstead Group	Labour for Grass Matting Fitting at the Large Recreation Ground	£1250.00
Peter Croot	Tree Warden Expenses	£24.43
Becky Furr	Clerk's Expenses	£69.75
d. Payments Agreed by Standing Order and NOTED		
Becky Furr	Clerk's Salary – February	£1222.58
HMRC	PAYE Bill February	£112.64

Norfolk Pension Fund	February's Contribution	£392.19
Plusnet	Clerk's Mobile Phone – February	£6.55

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

The clerk updated that initial legal advice has been obtained from Melissa Symes - Solicitor and Senior Lawyer for Commercial & Governance at NPLAW regarding the parish council becoming the sole managing trustee of CVH&RC charity. Ms Symes has advised that this will involve dissolving the company and creating a new governing document as an unincorporated charity or a charitable incorporated organisation. This means that future decisions about the charity will be made by the full parish council. Cllr Thackham and the clerk will be meeting virtually with Ms Symes on 10th March 2023 at 10am to discuss the advice given and possible next steps to present at the next parish council meeting.

8. Coltishall Allotment Association

Mr Oakes raised concerns about a fence which has recently been erected. He believes part of this encroaches on allotment land and provided the parish council with photos. It was AGREED the clerk will contact the resident and arrange a site visit to assess if this is the case.

It was AGREED that the allotments committee can purchase grass seed. There was a lengthy discussion about the impact of burning plastics which Cllr Sands-Moore had identified following the working party's recent event to remove trees and clear plots. There are three piles remaining. It was AGREED these can be burned within the times set out in the allotment tenancy rules, but plastic must be removed. In future it was proposed that a lockable skip or grab lorry is hired where waste contains other materials.

Mr Oakes advised that Plot 68 has been split into two. The tenant had given in their notice, but following a meeting with Mr Oakes has decided to keep part of his plot. The other half (plot 68b) is ready to let out. Plot 34 will be ready to let from 1st April which the clerk will action. It was noted that Plot 6 has been given permission by the association to erect a polytunnel on their plot. It was AGREED the clerk will prepare and send the agenda for the AGM on 15th March at 6.30pm in Church Rooms, with a financial report. It was AGREED tenants can sign their agreements and pay their rent at the end of the meeting.

9. MUGA and Play Area

The clerk updated that Norse Security are locking and unlocking the MUGA daily from 9am to 8pm for the next 3 months. The quotation accepted from Wicksteed to supply and install the sound washers is pending following a sound sample test on site. This has been arranged on Monday 20th March at 11.30am. The existing surface clean and line marking agreed will happen after the noise dampening work is complete. Wicksteed will also be supplying a quotation to

- Replace the netting on the ball court ends, keeping the upright posts in situ
- gap filling the multi play textured tarmac surface
- supplying and installing the M8 galvanised bolts (coated standard RAL 6005 Green Colour) for the noise dampening work quoted above.
- Additional fence panel in the play area to close off the gap
- New self-closing gate in the play area (identified from annual play area inspection report).
- Supplying and installing cricket netting

In the clerks report it was noted that the annual play area inspection had been completed by The Play Inspection Company. All actions identified within their report were deemed low risk or very low risk. There is a handgrip missing from the adult gym rowing equipment which the clerk has asked Caloo to quote for (supplier). There is also some rusting on the adult gym equipment which needs to be treated and repainted at some point.

10. Tree Planting

It was AGREED additional hedging needs to be planted between the allotments and bridle path as there are various gaps in it. It was also AGREED Cllr Spinks (tree warden) would liaise with Mr Life to agree the best place to plant trees on parish land.

11.Policies and Procedures

It was AGREED to adopt the Local Government Association's (LGA) model Code of Conduct.

12.Public Bins

It was AGREED to provide a general waste and recycling bin at the Village Hall and a general waste bin at the large recreation ground.

13.Mayton Wood Recycling Centre at Little Hautbois

It was AGREED to write to Norfolk County Council OBJECTING to the closure due to the impact this will have on local fly tipping and its associated costs to the parish and residents.

14.Quotations

- a. Upgrading the parish council website. DEFERED due to the parish council seeking legal advice to be the sole trustee of the village hall and recreation grounds. This will affect the needs of the type of website required.
- b. Guttering repairs at the Village Hall. DEFERED. Clerk to obtain another quote. Cllr Sands Moore has also agreed to quote for the work. The clerk recommended Cllr Sands Moore declares a pecuniary interest when this is considered at the meeting. In line with standing orders Cllr Sands Moore will not be able to vote and will need to leave the room when this item is considered.
- c. Pavilion Repairs at the Cricket Ground (Small Recreation Ground) DEFERED. Clerk to obtain another quote. The clerk recommended Cllr Sands Moore declares a pecuniary interest when this is considered at the meeting. In line with standing orders Cllr Sands Moore will not be able to vote and will need to leave the room when this item is considered.
- d. Allotment Fencing Extension. Quote from MG Fencing APPROVED.

15.Donations and Grants

- a. Repair work to the Church Clock. DEFERED until a quote for the works is received.
- b. Good Neighbours Summer Outing. £170 APPROVED.
- c. Broadland Tree Wardens Network running costs. £100 APPROVED.

16.Items for the next agenda

Electric Charge Points
Highways & Footpaths
Dog Bin on Church Loke

Meeting closed at 8.21pm

The next parish council meeting will be held on Tuesday 4th April 2023 at 6.30pm followed by the Annual Parish Meeting at 7.30pm at Coltishall Church Rooms, Rectory Road, Coltishall, NR12 7HP.

Broadland District Council Report- March 2023

The Council held an extraordinary meeting to discuss the response to Norfolk's County Deal, the governments Levelling Up White Paper was published last year with the aim to agree a devolution deal with every part of England that wanted one, including Norfolk, with the aim of improving opportunity and outcomes in education, the economy, infrastructure, transport, and health by 2030. Norfolk County Council was offered a 'in principle' deal and proposes to adopt a Directly Elected Leader and Cabinet model, under the County Deal Norfolk would benefit from a government investment fund of £20m per year over the next 30 years, and an additional £12.9m during the current spending review 2024/25. In addition, Norfolk would control the Adult Education Budget and an un-ringfenced Transport & Maintenance Budget and there would be a county council leader directly elected by the public.

As a member of the Norfolk Investment Framework Steering Group, I have been involved in developing the Norfolk Investment Framework (NIF) looking at the 'Grand Challenges' Norfolk faces and how we start to overcome these challenges: with the aim of boosting productivity, pay, jobs and living standards by growing the private sector and spreading opportunities and public services especially where they are weakest.

Business cases for over 30 projects were submitted and of these, 11 pilot projects were approved by the Steering Group, to a value of £1.3m, which include:

Seaweed in East Anglia: Net Zero Norfolk Communities: Clean Hydrogen Strategy: Agri Food Industrial Decarbonisation: Skills Workforce Initiative and Fintech Cluster Development.

The pilot projects start in April 2023 and progress of these projects will be monitored by the Steering Group, in addition NCC with continue to work to create a shift change for Norfolk, in producing positive social, economic, and environmental outcomes.

Kind regards,

Jo
Cllr. Jo Copplestone

Cllr.jo.copplestone@southnorfolkandbroadland.gov.uk
Portfolio Holder for Economic Development

Norfolk County Council Report- March 2023

From the 4th May elections onwards there will be a need for voter ID. Most people will have a passport, diving licence or other acceptable form of Id but if not they are available free via the Broadland District Council website www.southnorfolkandbroadland.gov.uk/elections/elections-act-2022 or <https://www.electoralcommission.org.uk/i-am-a/voter/voter-id?gclsrc=aw.ds> . Remember that this is for District and Parish Councillors, so step forward and help shape your community. At BDC the budget has been frozen again this year. At NCC there has been a need to increase by 4.99% (2.99% general and 2% Adult Social Care). Sky TV have been out with the Broadland Rough Sleeper Team seeing how they work every day supporting people who are sleeping rough, this will be on TV soon. There are consultations for the Allocation of Gypsy and Traveller sites, as part of the Greater Norwich Local Plan (GNLP), until 13th March and for the County Deal until 20th March.

Thanks
Fran

Cllr Fran Whymark
Member for the Wroxham Ward
Broadland District Council
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