**Minutes of the Parish Council Meeting held Tuesday 7th December 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), Nicola Chaney (NC), Doreen Snelling (DS) and James Matthews.

Clerk: Rebecca Furr (RF) District Councillor: Jo Copplestone (JC) 5 members of the public

1. Maggs Pyner and Michelle Thackham 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 2nd November 2021 were APPROVED as a true and accurate record.
4. To report any matters arising from the previous minutes (information only)

The clerk’s report was submitted ahead of the meeting for information only.

1. **Public Forum**
   1. Cllr Copplestone passed on her deepest sympathies to Mr Wolton’s family and Coltishall Parish Council due to the sad passing of Adam Wolton, Parish Councillor who resigned last month. Adam was a highly respected parish councillor, kind, thoughtful, hardworking and intelligent. Adam's hard work and enthusiasm for promoting pedestrian safety and protecting the environment made a positive difference to all the parishioners in Coltishall and we are all privileged to have worked with him.

Cllr Copplestone provided an overview of her recent community involvements. Please see Cllr Copplestone’s report at the end of these minutes.

RF read a report from Cllr Whymark. Please see Cllr Whymark’s report at the end of these minutes.

* 1. Mr Keller who volunteers on behalf of the parish council to download the SAM2 data gave an overview of the findings and particularly the difficulties of speeding in the High Street. JH reported that unfortunately at present speed watch teams cannot cover 20mph zones but we are hoping this will change in the near future. Mr Keller agreed he will download the data from an additional SAM2 camera if the parish partnership bid is successful. The Parish Council thanked Mr Keller for his support.

1. **Planning**
   1. **20201627** Land at Rectory Road – 30 Residential Dwellings Reconsultation. It was AGREED comments will be made at the Planning Committee Meeting from a representative of the parish council. The Parish Council have already responded to the reconsultation by letter.
   2. **BA/2021/0449/TCAA** Manor House, 8 Wroxham Road. Proposal: T1: Sycamore - re-pollard. T2: Ash - re-pollard. No comments
   3. **20212169** Paddock Wood, 12 Gt Hautbois Road – Single and two storey extensions with balconies. No comments
2. **Finance**
   1. *Payments Received - none NOTED*
   2. *Payments for Approval - APPROVED*

DR STUMP Allotment Apple Tree Reduction £390.00

Gt Hautbois Common Tree Reduction £1020.00

Target Tree Gt Hautbois Willow Tree Reduction £600.00

M Morter Trim Village Hall Hedge £60.00

Coltishall PCC Church Rooms Room Hire 2022 £143.00

CAN Trustee Training - MP £30.00

Wave Allotment Water Bill £58.41

Rebecca Furr Parish Clerk Expenses £40.44

* 1. *Previously agreed Standing Orders – NOTED – amendments made to payroll and pension from agenda to reflect agreed working hours for clerk’s handover (less than anticipated from 30 hours for December to 20 with leaving date of 17th December 2021 instead of 31st December 2021.*

Rebecca Furr Payroll Dec 2021 £434.43

Norfolk Pension Fund Pension Contribution Dec 2021 £87.54

Plusnet Clerk’s Mobile (Nov) £6.00

* 1. RG was APPROVED as an authorised signatory (with JM) for authorising payments online sent via the clerk/RFO

1. **Coltishall Village Hall and Recreation Ground (CVH&RG)**
2. Ms Snelling reported work on the footpath from the large recreation ground car park to the back of the school has begun. More information will follow after the AGM tomorrow from 11am. JM proposed a motion to postpone the AGM as this had not been advertised in the Marlpit. Standing orders were suspended and a member of the public confirmed it was not in the December issue. Standing orders were reinstated. RF confirmed it was written in the approved minutes of 2nd November 2021 advising all parishioners were welcome to attend and believed this was also in the parish council newsletter. RF advised that it was not a parish council decision to postpone the AGM. (Following this meeting the AGM was postponed as it had not been advertised in the Marlpit accordingly and will be rescheduled in the new year).
3. Ms Snelling’s resignation as trustee of CVH&RC at the end of December 2021 was NOTED and thanked for her tremendous hard work for the charity.
4. **Allotments**
5. Mr Oakes - Chairman of Coltishall Allotment Association reported the bottles and jars competition had been very successful. It was AGREED the taps will remain on for tenants to use in the winter. Mr Oakes has restored the old gate on Chapel Lane but this is in poor condition. It was AGREED the parish council will buy a new gate which Mr Oakes agreed to fit. The Apple Tree has been trimmed successfully.
6. It was AGREED to purchase a bin for the allotments near the Chapel Lane end as there is already an existing dog bin near Rectory Road entrance. BDC will empty this weekly on a Friday.
7. A Senior Protection Officer from BDC inspected the fly tipping on the bridlepath near Chapel Lane and suspected the culprits live close by based on the quantity, location and access. However, BDC said they cannot take any action without this being an eye witness of CCTV footage. BDC suggested the parish council writes to local residents to inform them of the issue and advise how they can manage their green waste properly. It was AGREED the parish council will write to local residents as recommended.
8. It was AGREED JM will attend the webinar about developing a local flood plan for Coltishall residents and report back to full council for further action.
9. The quote from New Venture Products Limited was APPROVED for x2 anti-climbing paint signs for the MUGA.
10. The quote to cut the hedge on the small recreation ground was APPROVED for £125.00 (This is being split with the property owner next to the recreation ground).
11. There was debate about whether the parish council should oppose current plans by Orsted, Vattenfall and Equinor to lay High Voltage electricity cables across Norfolk from their offshore wind farms to Norwich and Necton. Standing orders were suspended so members of the public and Cllr Copplestone could give their views to inform a decision. It was AGREED the parish council will support the Norfolk Parish Movement and oppose the current plans due to concerns about the repeated harm this will cause to the countryside.
12. The new Lone Worker Policy was APPROVED.
13. **Other meetings and training - NOTED**
14. Meetings and training attended

16.11.21 and 18.11.21 - New Councillor Induction Training - MP

17.11.21 – To Tree or Not to Tree Webinar – MP and MS

17.11.21 – Site visit to Play Area with Streetscape - RF

23.11.21 Planning Training – MP

30.11.21 – Site visit to Play Area with Playforce - RF

01.12.21 Priority Setting Meeting – RG and NC

1. Future meetings and training - NOTED

14.12.21, 3pm, Webinar Developing a Local Emergency Flooding Plan - JM

04.01.22, 5pm, Church Rooms. Meeting between Coltishall Parish Council and CVH&RC

with Clare Fiander – Community Action Norfolk

08.01.22, 1pm, Village Hall. Covid Memorial Plaque Celebratory Event

1. To report matters for inclusion in a future agenda – Catering for the Covid Plaque Memorial Event, New gate at Chapel Lane Allotment Entrance, Residents Pledge to Adhere to Village Speed Limits
2. Confidential Item. Members of the public and press were excluded whilst the parish council discussed the parish clerk/RFO vacancy. It was AGREED Taila Taylor will be offered the position of parish clerk and RFO. It was AGREED to delegate powers to the existing clerk and chairman to carry out an induction/handover and make all necessary arrangements regarding the termination of R.Furr’s contract, implementation of T.Taylor’s contract with 6 month probationary period and any locum cover that may be required.

**Next meeting Tuesday 4th January at 6.30pm at Coltishall Church Rooms, Rectory Road, NR12 7HP**

**Report from Cllr Fran Whymark – Norfolk County Council**

Norfolk libraries are supporting budding entrepreneurs through the Business and Intellectual Property Centres (BIPC) linked to the British Library & IP Centre national network.  This offers support from your initial thoughts to successfully starting your business.  To discuss your ideas go to the main BIPC Norfolk at the Norfolk and Norwich Millennium Library, Norwich or locally at Great Yarmouth or Wroxham.  Call: 01603 774708; email: [bipcnorfolk@norfolk.gov.uk](mailto:bipcnorfolk@norfolk.gov.uk) to discuss your ideas or go to: [https://www.norfolk.gov.uk/libraries-local-history-and-archives/libraries/library-services/business-library](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.norfolk.gov.uk%2Flibraries-local-history-and-archives%2Flibraries%2Flibrary-services%2Fbusiness-library&data=04%7C01%7Cfran.whymark.cllr%40norfolk.gov.uk%7C2496cc8f13dd4a1cdec508d9b41dc355%7C1419177e57e04f0faff0fd61b549d10e%7C0%7C0%7C637738862301339706%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=z4yN3u2fjfSgjxIASV3AiswhoAQ9xctGy4Tr1XuDX1A%3D&reserved=0) for more information.

Norfolk County Council (NCC) have received £6.7m through the Government Household Support Fund.  NCC will work with Broadland District Council (BDC), voluntary groups and schools in our area to make sure that individuals and families who need support get the help they need.  BDC has £128k for community support, which the Housing and Communities Team will be distributing.  Go to [www.norfolk.gov.uk/wintersupport](https://eur02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.norfolk.gov.uk%2Fwintersupport&data=04%7C01%7Cfran.whymark.cllr%40norfolk.gov.uk%7C2496cc8f13dd4a1cdec508d9b41dc355%7C1419177e57e04f0faff0fd61b549d10e%7C0%7C0%7C637738862301349660%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=v8aMLO%2BeneHFTs%2BjxqtToFeFMbhY3zf3sY3MS1N22CY%3D&reserved=0) for more information.

NCC are undertaking a budget consultation.  The proposal is a rise of 1.99% Council Tax and 1% adult social care, with savings of £31.1m.  Have your say at [www.norfolk.gov.uk/budget](https://eur02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.norfolk.gov.uk%2Fbudget&data=04%7C01%7Cfran.whymark.cllr%40norfolk.gov.uk%7C2496cc8f13dd4a1cdec508d9b41dc355%7C1419177e57e04f0faff0fd61b549d10e%7C0%7C0%7C637738862301359616%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=2vRQ72N%2F3cDmvhroMywTOldZlQDgh12P7ygOr5238Ys%3D&reserved=0) .

NCC Children’s Services and Waterstones have once again teamed up to launch the 2021 Giving Tree.  If you go into Waterstones, Norwich you will see the tree with children’s requests on tags.  You can take a tag, buy a book and the staff will make sure they get it for Christmas.  You can also buy online.  For a full set of wishes email [norwich@waterstones.com](mailto:norwich@waterstones.com) with ‘Giving Tree Appeal’ in the subject line.

Wishing you all a very Merry Christmas.

Fran

Cllr Fran Whymark

Wroxham Division

Climate Change- Broadland District Council, Winter 2021/22.

Climate Change and Global Warming is at the forefront of or media attention at moment with World Leaders meeting in Glasgow for the COP26 conference, and this is arguably the most decisive meeting since the Paris Climate Accord. The overriding objective of COP26 is to limit global warning to 1.5C Degrees with the hope of retaining artic ice to limit sea level change and to achieve the global target of "net zero" by 2050, to slow global warming.

Governments are far from achieving their goal to limit global temperature rise to 1.5C, we've already seen dangerous warming in the form of floods, record heatwaves and wildfires, with a rise of just 1.1C globally. More than 100 World Leaders have promised to tackle deforestation, which contributes to climate change as trees absorb CO2 and dozens of countries have joined the initiative to cut emissions of methane gas by at least 30% by 2030, compared with 2020 levels.

But net zero can only be achieved if decarbonisation happens in every place, community and household across the country, and this will require local leadership. Councils are well placed to do this and can deliver transformative action on the ground. As the LGA’s (Local Government Association) ‘A local path to net zero’ sets out, councils have many functions and responsibilities that can support national and international targets. These include their role as:

Place shapers – councils have powers or influence over roughly a third of emissions in their local areas.

Purchasers – local government third-party spend in 2019/20 was at least £63 billion

Delivery agents – LGA polling in February found that 71% of respondents most trusted their local councils, compared with 18 per cent that most trusted government, when it came to local decision-making

Convenors of partners and communities – as much as 62% of the future reduction in emissions will rely on individual choices and behaviours

Asset owners – councils are responsible for an estimated 27,000 parks and green spaces.

We have seen some unprecedented weather events locally during the last year, flooding through the winter period caused problems due to high rainfall events, Long Stratton experienced significant flooding in December 2020, and Burnham Market in early February 2021 during Storm Bella. As a Council we now have Emergency Incident Officer’s to provide out of hours response in the event of emergencies and to co-ordinate a multi-agency response.

Broadlands ‘Environmental Strategy’ was developed last year and we have now recruited a dedicated Environmental Coordinator to deliver our environmental aims. Our Strategy means taking a lead with new initiatives, ensuring planning applications comply to all environmental regulations, partnership working with others, signposting communities to ways in which we can improve our environment for future generations.

Broadland has the highest recycling rate in Norfolk ( [www.norfolkrecycles.com](http://www.norfolkrecycles.com)) and leads on the largest tonnage of green waste, and we hope to fulfil our ambition to rollout food waste collections to all households across the district by the end of next year.

We are currently undertaking a carbon audit to ascertain a baseline to measure our future success in reducing our carbon footprint. A large reduction in carbon will be achieved through our new waste contract with Veolia which commences in April 2022, when Refuse Vehicles will use Hydrogenated Vegetable Oils (HVO) as fuel, which reduces CO2 by at least 90%, and our mechanical sweepers will have dust suppression technology to minimise the negative impact on air quality.

The council supports the increased use of electric vehicles, we are about to commence a review of car parking provision in the district which will include a proposal for a network of electric vehicle charging points (EVCP) in council owned car parks. Planning consent has been granted for a ‘Gridserve’ Electric Vehicle Charging Station on the Broadland Business Park and Planners anticipate once the Greater Norwich Local Plan is adopted, new planning policies will encourage developers to provide EVCP’s. Whilst we understand the majority of Electric Vehicle charging will take place at home, we are in the process of researching the potential for a collective buying scheme for EV chargers, similar to the Solar Together project.

At the Council offices we are eliminating the use of single use plastics, and through our flexible working arrangements less staff are working in the office each day, reducing our carbon footprint by less staff journeys and the increased use of video conferencing via virtual platforms. We are working with internal audit to put sustainability into procurement as we all strive towards creating a ‘circular economy’.

Our aims are to establish new and accessible green spaces for the benefit of our residents, and to increase wildlife and natural biodiversity, work to create a masterplan for our new ‘Broadland Country Park’ is currently underway. Green Infrastructure Corridors are an important part of our plans in terms of their recreational, heritage and biodiversity value, and £1.2m of Interreg funding is currently being spent on the Bure Valley Path (November report) which will see the creation of more circular walks.

Currently we are creating guidance for communities who wish to plant trees, and this will include details of grants available. Our aim is to work with communities and tree wardens to promote the right type of trees in the right place.

Let’s work together to make a difference in our fight against climate change!

Cllr. Jo Copplestone

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