

Draft meeting minutes of Coltishall Parish Council

Tuesday 15th March 2022 at 6.30pm, held in the Church Rooms, Rectory Road, Coltishall.

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

In attendance: Taila Taylor (Parish Clerk) and 6x Public.

1 Apologies for absence

Cllr Michelle Thackham gave her 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 1st February 2022

The minutes of the meeting were APPROVED

4 To report any matters arising from the previous minutes

The Parish Clerk advised that an item to consider a traffic management and highways committee would be included on the April 2022 agenda.

5 Public forum

- a. District Cllr Jo Copplestone had given apologies for absence and supplied a written report in advance of the meeting. The Parish Clerk confirmed that the report had been circulated to members and was available to the public on request.
- b. Public participation: Comment was made on the 30.9% increase to the precept, despite the Council having a healthy reserve of approximately £90,000. The Chairman advised that the increase reflects a substantial amount of work planned and future projects, including the play area renovation, ongoing tree maintenance and additional traffic calming measures. A suggestion was made that the draft minutes be posted on the website sooner and that printed copies be available at meetings. A request was made that the Council considers the purchasing a defibrillator that is publicly accessible at all times and sited at the Village Hall. **A car parked by the allotment entrance was reported having not moved from since before Christmas and Cllr Germany advised he would discuss the matter with PC Ward. The new paddleboard business at the Bridgehouse was also discussed and the Clerk advised she would investigate where the boundary lies and whether there is a public right of way.**

6 Councillor vacancies

The Clerk advised that no election request had been made and that applications for co-option could now be considered. To give potential candidates sufficient time to

apply it was AGREED that the deadline for applications to be considered at the May 2022 Parish Council meeting would be Thursday 28th April 2022.

7 Planning

Application **20220054** Point House, 5 High Street – No objections

Application **20220226** Walled Garden, Belaugh Green Lane – No objections

Application **20220160** 30 High Street – No objections

Application **20220325** 45 College Close – No objections

Application **20220233** Speed the Plough, North Walsham Road – No objections

8 Finance

- a. Payments received – NOTED
- b. Payments for approval – payments totalling £978.69 were APPROVED
- c. Previously agreed standing orders – payments totalling £1,210.89 were APPROVED
- d. It was AGREED to replace James Matthews as a signatory following his resignation with Cllr Nicola Chaney
- e. It was AGREED to defer the Quarter 3 finance report to a later meeting
- f. It was AGREED to accept the £175.00 quote provided and appoint the internal auditor

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

- a. Cllr Thackham prepared a written report in advance of the meeting which was read by the Clerk - CVH&RG are continuing to follow advice from Community Action Norfolk and the focus of activity has been on governance and health and safety. Signage and emergency procedures, broken or unfit for purpose equipment, documentation and adopting recommended policies are the areas that CVH&RG volunteers are working on at present.
- b. It was noted that an invitation had been extended to all councillors. Cllrs Germany and Chaney volunteered to attend and represent the Council with Cllr Germany as the voting member at the CVH&RG AGM.

10 Allotments

- a. No report received
- b. Quotations from three companies were considered. Signage from Ashley Ads Ltd at a cost of £83.04 was APPROVED.

11 Playground renovation

The Council had received notification that their grant application had been successful and the renovation work could now start to progress. **Cllr Haschak enquired whether or not there was an update on the SAM2 grant and advised that the Parish Council would need to find someone to download the data collected, the Parish Clerk confirmed she would investigate and report back.**

12 Permission for football

Following planning permission approval at the Football Changing Rooms, it was AGREED to contribute 50% of the cost towards the eco matting to provide additional parking for people using the facilities.

13 Use of phone-box opposite Post Office

The girl guides had approached Cllr Germany and asked if they could use the phone-box to display photographs of the village's history. Members felt that a working phone-box was more beneficial to the village and so it was AGREED not to give permission.

14 Jubilee Celebrations

It was AGREED to explore what will be happening locally in advance of the next meeting.

15 Correspondence

- a. Broadland District Council had enquired if the Parish Council would take responsibility of the public toilets. Due to management, maintenance and cost implications members AGREED to decline
- b. Following a request from the Good Neighbours team it was AGREED to make a contribution of up to £400 towards the cost of a three-seater bench to be installed outside of the Church Rooms
- c. Crocus Contractors Ltd had enquired about street lighting and road names within the Rectory Road development. Members AGREED to reaffirm their previous decision not to include street lighting on the adoptable roads. Members had no preference on road names and supported the Primary School being approached for suggestions
- d. Cllr Snelling read a statement that she had prepared in response to the written statement and resignation of James Matthews

16 Other meetings and training

- a. Meetings and training attended – NOTED
- b. Future meetings and training: Assistance with getting the accounts up to date prior to/at year end at a cost of £25.00 per hour plus mileage was AGREED

17 Matters for inclusion on a future agenda

- Highways and traffic management committee
- Defibrillator
- CHV&RG update
- Yellow boxes and road markings

18 Date of next meeting

Tuesday 5th April at 6.30pm at Coltishall Church Rooms, Rectory Road.

The Chairman closed the meeting at 7.15pm