



# COLTISHALL PARISH COUNCIL

Clerk: Taila Taylor  
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## To members of the Parish Council

You are summoned to attend the Coltishall Parish Council Meeting on  
**Tuesday 1<sup>st</sup> February 2022 at 6.30pm** in Coltishall Church Rooms, Rectory Road, NR12 7HP.

Non-members, including the press and public are welcome to attend the meeting.

*Taila Taylor* - Clerk to the Parish Council  
27<sup>th</sup> January 2022

## AGENDA

### 1. Apologies for absence

### 2. To consider declarations of pecuniary interest and requests for dispensations

### 3. To approve minutes of 11<sup>th</sup> January 2022

### 4. To report any matters arising from the previous minutes - for information

### 5. Public forum

- To receive reports from District Cllr Jo Copplestone and County Cllr Fran Whymark
- Public participation

### 6. Councillor vacancies - for information

### 7. Planning

- To receive an update on decisions taken by the District Council
- To consider planning applications listed and any received after agenda set  
**20212324** – Jaguar Buildings, Jaguar Drive, Badersfield, NR10 5RZ – Temporary planning permission for a twelve-month period for the use of buildings as an initial assessment centre to accommodate asylum seekers  
**20220028** – Westbourne House, 6 Westbourne Road, Coltishall, NR12 7HT – Variation of condition 2 of 20201950 to allow alteration to extension roof design, some window positions and addition of cart shed

### 8. Finance

- Payments received: None
- Payments for approval: None
- Previously agreed standing orders:

Taila Taylor	Payroll February 2022	£975.62
HMRC		
Norfolk Pension Fund	Pension Contribution February 2022	£229.27
Plusnet	Clerks Mobile (January)	£6.00

### 9. Coltishall Village Hall and Recreation Ground (CVH&RG) update - for information

## **10. Allotments**

- a. To receive report from Mr Oakes - Chairman of Coltishall Allotment Association and consider any recommendations made by the allotment committee
- b. To consider quotations for skip hire

## **11. Play area**

- a. To consider tenders received for the play area renovation
- b. To agree next steps and response for the consideration of the Tarmac Landfill Communities Trust regarding the Parish Councils application for grant funding

## **12. Speeding pledge**

To consider quotations for speeding pledge stickers

## **13. Jubilee celebrations** - for consideration

## **14. Coltishall Parish Council social media** - for consideration

## **15. Correspondence**

- a. Commemorative tree planting - for consideration
- b. Highway inspection and identification of works for the attention of NCC - for consideration
- c. Request to display artwork on Coltishall common - for consideration
- d. Request to use the village green - for consideration
- e. Norfolk Citizens Advice request for support - for consideration
- f. CPRE Norfolk request for support - for consideration
- g. Coltishall playing field site access approval notification - for information
- h. Resident's letter RE: NNDC traffic report

## **16. Other meetings and training**

- a. Meetings and training attended  
Refresh your agendas: 18<sup>th</sup> January 2022
- b. Future meetings and training  
Writing professional minutes: 8<sup>th</sup> February 2022  
Free CiLCA introduction session: 10<sup>th</sup> February 2022  
March CiLCA training: 10<sup>th</sup> March, 21<sup>st</sup> April, 12<sup>th</sup> May, 9<sup>th</sup> June, 14<sup>th</sup> July and 11<sup>th</sup> August

## **17. To report matters for inclusion on a future agenda**

## **18. Date of the annual parish meeting**

To confirm a date between 1<sup>st</sup> March and 1<sup>st</sup> June 2022

## **19. Date of next meeting** - for information

Tuesday 1<sup>st</sup> March at 6.30pm at Coltishall Church Rooms, Rectory Road, NR12 7HP

## **20. Exclusion of the press and public**

To pass a resolution excluding the press and public from the meeting under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 given the sensitive nature of the business to be discussed.

## **21. Maternity arrangements for the Parish Clerk** - for consideration