



COLTISHALL PARISH COUNCIL

Parish Clerk: Becky Furr
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Minutes of Coltishall Parish Council Meeting held on Tuesday 4th April 2023 at 6.30pm in Coltishall Church Rooms

Present

Chair: Richard Germany

Vice Chair: John Haschak

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

County Councillor: Fran Whymark

District Councillor: Jo Copplestone

Also Becky Furr – Parish Clerk, Robert Oakes - Coltishall Allotment Association Chairman, Richard Pengelly – General Manager at Sanders Coaches and four members of the public.

Public Forum

Cllr Copplestone and Cllr Whymark gave an update on district and county council matters. Please see their reports at the end of these minutes.

Mr Pengelly reported that Sanders Coaches no longer travel along Rectory or Westbourne Road due to parked cars and congestion. He advised that they are strongly measured on time-keeping and there is an expectation for their service to be high speed and direct. He also raised that only half a dozen parishioners were using this service when it existed.

Mr Pengelly has sent the parish council photos of proposed sites for bus stops along the High Street and B1150 near the Ling Way junction. One of these is near the potential site for a pedestrian crossing which the parish council are funding. There was a discussion about finding out whether the projects could be combined. The clerk will liaise with Richard and NCC Highways about this.

Mr Pengelly also advised that Roys in Wroxham have given Sanders Coaches authority to have a bus stop in their car park. From Easter they are going to trial a circular route (North Walsham, surrounding villages including Coltishall to/from Wroxham) using an 18-seater, low level vehicle with disabled access. Mr Pengelly also agreed to send the clerk details from NCC which state heavy vehicles will in the near future not be able to use the bridge over the river in Wroxham for safety reasons.

Main Meeting

1. Apologies for Absence

None.

2. Declarations of Interests and Requests for Dispensations

None.

3. Previous Minutes

The minutes of 7th March 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. 2023/0695 – Proposed single storey rear extension, single storey workshop shed,

garage and demolition of single storey existing garage at Willow Lea, 35 Wroxham Road. NO COMMENTS.

- b. BA/2023/0117/HOUSEH – Remove approved balcony, extend existing balcony, reduce approved lounge extension at Boatyard Maltings, 30 Anchor Street. NO COMMENT.
- c. BA/2023/0123/HOUSEH – Erection of garage with 1st floor office at Sunny Bank, 41 Wroxham Road. NO COMMENT.
- d. BA/2023/0129/COND – Omit lean to and beer cellar extensions. Variation of condition 2 of permission BA/2022/0258/FUL at 1,2,3 Barn Mead, Church Loke. NO COMMENT.

6. Finance

a. Payments Received - NOTED		
Allotment Tenants	Rent from 01.04.23 – 31.03.24	£930.00
HMRC	VAT	£7896.84
e. Payments APPROVED		
Anglian Plant	Digger Hire for Allotments	£570.06
Ashley Ads	Safety Notice for MUGA and Adult Gym Equipment	£75.48
Hyspek Property Maintenance Ltd	Connect defib to village hall	£138.00
Norfolk County Council	Pedestrian Crossing Assessment for the High Street	£4500.00
Norse	Provision to lock and unlock the MUGA	£172.80
Robert Oakes	Accessories for Allotment Wildlife Cameras	£25.33
Becky Furr	Clerk's Expenses	£61.16
f. Payments Agreed by Standing Order - NOTED		
Becky Furr	Clerk's Salary – March	£ 1166.18
HMRC	Tax - March	£169.04
Norfolk Pension Fund	March's Contribution	£385.55
Plusnet	Clerk's Mobile Phone – March	£6.55

6d. It was AGREED to set up direct debits for Wave – Allotment Water Bills and Norfolk Rivers Drainage Board Annual Fee.

6e. The updated asset register was APPROVED.

6f. The Quarter 4 financial report was NOTED.

6g. Cllr Thackham was appointed to carry out the internal control financial checks for 2023-24.

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

Quotes were considered for fencing at the large recreation ground for the car park, pitch to school gate and behind the cricket pavilion at the small recreation ground. It was AGREED to DEFER the decision until a detailed specification/illustration of all the fencing was provided to be agreed by CVH&RC and Coltishall Parish Council.

Ms Thackham updated that the CVH&RC AGM will be held on Wednesday 3rd May 2023 at 6.30pm in the Village Hall. At this meeting the trustees will formally vote whether to make the parish council sole trustee of the charity. Ms Thackham reported that there are still issues with them accessing one of their bank accounts which they are trying to address with Barclays bank.

8. Coltishall Allotment Association

Mr Oakes asked for an update regarding the boundary issue. The clerk advised that she had tried to meet with the resident but this was outside of her working hours and another date is being rescheduled. Mr Oakes reported that tenants were happy with the additional stock fencing which has been erected to tidy and secure the site up to the community orchard. Mr Oakes asked whether the grass contractors can cut bank to bank and cut the grass around the noticeboard near Chapel Lane. The clerk agreed to update Garden Guardians and gave Mr Oakes CCTV signs for the allotment site. The clerk advised that most tenants have renewed their allotment agreements and paid their rent. Any outstanding were sent reminders yesterday through the Coltishall Allotment Association email account.

9. Donation Request

£500 was APPROVED to Brave Futures, a local charity supporting children who have been sexually abused.

10. Community Electric Charging Point

It was AGREED that the most suitable place for an electric charging point would be at the car park next to Lower Common. This is managed by Coltishall Commons Management Trust (CCMT). It was AGREED details about the scheme would be passed onto CCMT to consider.

11. Items for the next agenda

Finance for CVH&RC projects

Village Fete

Meeting closed at 7.33pm

The next parish council meeting will be held on Tuesday 9th May 2023 at 6.30pm at Coltishall Church Rooms, Rectory Road, Coltishall, NR12 7HP. PLEASE NOTE THIS IS A WEEK LATER THAN USUAL DUE TO PARISH COUNCIL ELECTIONS ON THE 4TH MAY 2023.

County Councillor Report

Norfolk County Council have just received funding to open new Family Hubs. Unlike previous initiatives, this will offer support from cradle to career for families, children and young people up to 19 (or 25 if they have special educational needs or disabilities). This single access point will offer support from health, social care, education, voluntary and community groups. Not only will there be at least 7 Hubs there will also be an extensive outreach service and access to 'Start for Life' services, offering support for the first 1001 critical days from conception to 2 years old. For more information about Family Hubs and other news from the Integrated Care System, go to <https://nw-ics.tfemagazine.co.uk/spring-2023/current-news/new-family-hubs-and-start-for-life-funding> .

A reminder that you will need voter ID to vote at the Parish and District elections on 4th May.

Cllr Fran Whymark
Member for the Wroxham Ward
Broadland District Council

Proudly representing Belaugh, Rackheath, Salhouse and Wroxham
Portfolio Holder for Communities, Housing and Planning