



COLTISHALL PARISH COUNCIL

Parish Clerk: Becky Furr
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Coltishall Parish Councillors are hereby summoned to attend the annual parish council meeting on **Tuesday 9th May 2023 at 6.30pm in Coltishall Church Rooms, Rectory Road, NR12 7HP.**
Members of the public and press are welcome to attend.

Becky Furr, Parish Clerk, 02.05.23

AGENDA

There will be an opportunity for public participation including district and county council comments, before the meeting begins.

1. Elections
 - (a) To elect the Chairman (*Past Chairman to preside*) and receive declaration of acceptance of office. (*After this point the elected Chairman will preside for the rest of the meeting*).
 - (b) To elect the Vice Chairman and receive declaration of acceptance of office.
 - (c) To note - Acceptance of Office forms have been signed by newly elected Councillors and the Disclosure of Interest forms will be completed and returned to Broadland District Council within 28 days of office.
 - (d) To approve training for councillors.
 2. General Power of Competence
 - (a) To agree Coltishall Parish Council meets the eligibility criteria for adoption of a General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012.
 - (b) To agree to adopt a general power of competence.
 3. To consider Apologies for Absence.
 4. To receive Declarations of Interests and Requests for Dispensations about items on this agenda.
 5. To agree the minutes of 4th April 2023.
 6. To report any matters arising - for information only (clerk's report sent in advance of meeting).
 7. To consider planning applications. Associated documents are available online at <https://info.southnorfolkandbroadland.gov.uk/online-applications>
<https://www.broads-authority.gov.uk/planning/application-search>
 - a. 2023/0760 – Clearance of damaged post, wire and hedging (retrospective). Proposal to remove remaining hedge (G1). Installation of new close board fencing, with concrete gravel boards and posts. Remove remaining hedge and install fence and new hedge along the entire rear boundary along roadside at Cloverdale, 10 Westbourne Road.
 - b. BA/2023/0147/FUL - Retention of shop unit at ground-floor. New side-extension separate entrance to office accommodation at first-floor at 18 Wroxham Road (was Sandra's Salon).
8. Finance

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|----------------------|-------------------------------|---------|
| a. Payments Received | | |
| Allotment Tenants | Rent from 01.04.23 – 31.03.24 | £500.00 |

| | | |
|--------------------------------------|---------------------------------------------------|------------|
| HMRC | VAT – March 2022 | £369.25 |
| Norfolk County Council | Highways Verge Cutting for 2022 | £1430.68 |
| Broadland District Council | Precept (1 of 2 instalments) | £20,968.50 |
| Unity Trust Bank | Credit Interest on Savings Account | £215.01 |
| b. Payments Previously Approved | | |
| MG Fencing | Supply and install allotment stock fencing | £6450.00 |
| c. Payments To Approve | | |
| The National Allotment Society | Annual Membership | £66.00 |
| Norse Commercial Services Ltd | Lock & Unlock MUGA daily for March 2023 | £595.20 |
| Winchester Tree Services | Reduce/remove conifers at large recreation ground | £4985.00 |
| Becky Furr | Clerks Expenses | £68.32 |
| d. Payments Agreed by Standing Order | | |
| Becky Furr | Clerk's Salary – April | £1166.18 |
| HMRC | Tax - April | £169.04 |
| Norfolk Pension Fund | April's Contribution | £385.55 |
| Plusnet | Clerk's Mobile Phone – April | £6.55 |

- 8e. To note the internal control check for Quarter 4 has been completed by Cllr Thackham.
- 8f. To consider the Internal Auditors report for year ending 31 March 2023.
- 8g. To approve the governance statements on the annual return for 2022/2023.
- 8h. To approve the statement of accounts and reconciliation for 2022/2023.
9. To receive an update from Coltishall Village Hall and Recreation Ground and consider becoming sole managing trustees of the charity.
10. To receive a report from Coltishall Allotment Association and consider any recommendations made by the allotment committee including additional dog bins on site.
11. To consider quotes to repair the guttering at the village hall.
12. To consider opening the temporary overflow car park at the large recreation ground for Coltishall Primary School drop off and pick-ups.
13. To consider having a bench at the community orchard to mark the coronation of King Charles III.
14. To receive an update regarding the security and maintenance of the MUGA and consider any quotations related to this.
15. To consider a quote for cricket ball stop netting at the small recreation ground.
16. To consider whether the parish council would like to take part in the Big Broadland Litter Pick (13th March – 30th June)
17. To consider subscription renewal to Norfolk Association of Local Council
18. To consider nominating two community champions for the Royal Norfolk Show Community Champions Tribute on Wednesday 28th June 2023.
19. To consider the acceptance of a memorial bench from Coltishall Royal British Legion Branch.
20. To review and approve the data protection policy.
21. To consider items for the next agenda.

The next parish council meeting will be held on **Tuesday 6th June 2023 at 6.30pm** at Coltishall Church Rooms, Rectory Road, Coltishall, NR12 7HP.