



COLTISHALL PARISH COUNCIL

Parish Clerk: Becky Furr
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Minutes of Coltishall Parish Council Meeting held on Tuesday 6th December 2022 at 6.30pm in Coltishall Church Rooms.

Present

Chair: Richard Germany

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

District Councillor Jo Coplestone and County Councillor Fran Whymark

Also, Becky Furr – Parish Clerk, Coltishall Allotment Association Chairman - Robert Oakes and Reverend Chris Engelson from St. John the Baptist Church

6 members of the public attended.

Public Forum

Reverend Engelson thanked Coltishall Parish Council and Coltishall Allotment Association for the Christmas Tree displayed in the Churchyard. Community Christmas Carols around the Tree is taking place Saturday 10th December at 5pm.

County Councillor (Cllr) Whymark and District Cllr Coplestone gave an overview on community matters. Please see end of minutes for their reports.

A resident reported their views based on a paper they prepared to the council in respect of Item 5a. This includes the lack of reference to the “duty of care” for pedestrian safety in Church Loke and the lack of clarification regarding who owns the Loke and is responsible for its ongoing maintenance.

Another resident raised concerns about how Church Loke will be accessed when underground works start on the track, affecting resident access.

Main Meeting

1. Apologies were ACCEPTED from John Haschak and Andrew Sands Moore.
2. Cllr Thackham, Spinks and Snelling reminded the meeting they are/have recently been trustees of Coltishall Village Hall and Recreation Ground. No other declarations of interest or requests for dispensations about items on this agenda were received.
3. Minutes of 1st November 2022 were APPROVED as a true and accurate record and signed by the chairman.
4. Matters arising were provided in the clerk’s report to the council in advance of the meeting.
5. Planning applications considered:
 - a. BA/2022/0419/LBC - Alterations and extensions to create a Spa Treatment Centre (amended scheme to previously approved BA/2022/0259/LBC at 1, 2 & 3 Barn Mead, Church Loke. Paper from resident sent in advance of meeting for consideration. It was AGREED to write to the owner of The Norfolk Mead Hotel with recommendations to improve the safety for pedestrians and endorse the ongoing repair and maintenance of Church Loke.
 - b. 20221807 - Erection of a dwelling, Paddock Wood, 12 Gt Hautbois Road. OBJECTION based on the grounds that the new design is not in keeping with the other properties in the road. It was also AGREED to write to the planning officer expressing the parish council’s deep disappointment

in the lack of enforcement action taken against the applicant after the original planning permission had been breached (demolition and full rebuild instead of extension).

- c. 20221881 - Demolition & replacement of cart shed to form garage & workshop with gym & home office at first floor at Hernes Farm, Frogge Lane. NO OBJECTION.

6. Finance

a. Payments Received and NOTED		
Saffron Community Foundation	Grant for Play Area Renovation	£5000.00
T. Taylor	Overpayment (settled)	£114.86
NCC Bacs	X3 Speed Awareness Signs from Ashley Ad's (Cllr Whymark's budget)	335.00
HMRC	Credit from Land Registry Check VAT Claim Sept 2021 – Aug 2022	£1.00 £4549.35
b. Payments Previously Agreed and NOTED		
Marmax Recycled Products	Bench	£476.40
Christmas Direct	Outdoor fairy lights	£343.98
c. Payments APPROVED		
T. Taylor	Salary owed following 2022-23 National Salary Award implemented 1 st April 2022	£13.85
P. Croot (Tree Warden)	Apple Trees for Community Orchard	£24.00
P Williamson	TV Cabinet	£325.00
NPTS	Allotment Management Training	£48.00
R. Furr	Clerks Expenses	£59.58
d. Payments Agreed by Standing Order and NOTED		
Becky Furr	Clerk's Salary – November including backpay following 2022-23 National Salary Award	£1384.35
HMRC	PAYE Bill April 2022 – June 2022 PAYE Bill November	£393.71 £295.57
Norfolk Pension Fund	Pension backpay T. Taylor (April – June) Pension backpay B. Furr (July – October) November's Contribution	£80.35 £70.21 £382.00
Plusnet	Clerk's Mobile Phone – November	£6.55

8. Ms Thackham – Chair and Secretary of Coltishall Village Hall and Recreation Ground (CVH&RC) reported that the village hall bookings are grown, but so has the workload managing the village hall. It was AGREED to set up a meeting in the new year between the parish council and CVH&RC to identify a way forward. Community Action Norfolk are also reviewing the conveyance of the land and will report back to Ms Thackham and the clerk.
9. Mr Oakes – Chair of Coltishall Allotment Association reported there have been complaints about thefts of produce. It was AGREED to obtain quotes for wildlife cameras to be installed. Mr Oakes reported there is a rat problem at No. 47. It was AGREED to arrange a pest control inspection. Plot 18 has now been turned into 3 plots and Plot 60 has been divided into 2. The hedge cuttings from the latest cut have now been cleared. Plot 71 still needs to sign their tenancy agreement which the clerk will chase up along with the deeds for the property which backs onto Plot 12.

10. Standing orders were suspended whilst Cllr Coplestone reported on the outcome of the first B1150 Special Interest Group meeting. Cllr Coplestone advised the parish council could fund crossing assessments for the B1150 and High Street (opposite the bakery) for approximately 3-4K. This would then mean that when funding becomes available from Highways the assessment is ready for the crossing to be carried out if approved. The crossing itself will cost between £125-150K each. Also, Horstead Parish Council are considering a crossing near The Recruiting Sergeant. The more assessments, the cheaper the overall price would be. Cllr Coplestone reported that the air quality monitor will be moved to a more suitable location; the butcher's building on the High Street. Standing orders were then reinstated. It was AGREED the clerk will obtain Horstead Parish Council's views on funding a crossing assessment. The members next meeting will be held at 5.30pm on the 3rd January 2023.
11. The clerk updated that Wicksteed, Timotay Playscapes and Sportsafe UK have not submitted quotes for the noise dampening work or cricket netting yet. A resident provided the clerk with details about a specialist company named Zaun that can provide rubber inserts. Richard and Becky have met with Mr Buck – Garden Services and Maintenance who has quoted to fit the sample. It was AGREED to order 40 inserts to test and Mr Buck will fit them.
A quote from Sportsafe UK to pressure wash the existing MUGA surface and supply a new sports quality astro turf surface was considered. It was AGREED to defer a decision until Wicksteed and Timotay Playscapes had submitted their quotations.
12. The clerk reported that the land owners parallel to the northern boundary of the allotments have agreed to contractors accessing their land to carry out the stock fencing work. Three quotes were considered and it was AGREED to appoint MG Fencing.
13. Three quotes were considered to lay grass reinforcement mesh for the temporary car park at the large recreation ground. It was AGREED to appoint Newstead Group.
14. Three quotes were considered to prune and fell the conifers at the large recreation ground from the back school gate to the far-right corner. It was AGREED to appoint Winchester Services.
15. Cllr Whymark earlier reported that the Road Safety Community Funding application for yellow lines along Wroxham Road (from the Kings Head pub to opposite Kings Close) had been submitted. The clerk reported that there had been a very good response from residents about the application and all were in favour for yellow lines.
16. Two grant applications were received and considered. It was AGREED to award £300 to North Norfolk Community Transport Scheme which provide a dial a ride service to local residents accessing amenities. It was AGREED to award £3000 to CVH&RC for acoustic ceiling panels in the village hall.
17. It was AGREED to obtain three quotations to upgrade the parish council website. Cllr Thackham AGREED to obtain a quote from the website designer of the Coltishall Village Hall website.
18. It was AGREED to join the Norfolk ALC .gov.uk email pilot scheme (deadline 16.12.22).
19. There were no items for the next agenda. The clerk will see whether Gt Hautbois Road can be added to the gritting schedule as Dolphin Coaches use this road to transport school children. Also the clerk will raise with Aecom and Richard Doleman at NCC of the ongoing temporary road closure at Gt & Little Hautbois Road which will significantly impact on the traffic assessment being conducted.

Meeting closed at 8.14pm.

The next parish council meeting will be held on Tuesday 3rd January at 6.30pm at Coltishall Church Rooms, Rectory Road, Coltishall, NR12 7HP.