

COLTISHALL PARISH COUNCIL

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Minutes of the Annual Parish Council Meeting held at the Church Rooms on Tuesday 8th May 2018 at 7.30pm

Present: Bob Grindrod (BG), Bill Musson (BM), Doreen Snelling (DS), Michael Spinks (MS), Mike Kirkham (MK), John Haschak (JH), Tom Garrod (NCC, TG), Suzanne Hall (Clerk, SH) plus 7 parishioners.

1. Elections

- (a) Chairman: BG was proposed by BM and seconded by MS. There being no other nominations, BG was deemed elected. BG signed his acceptance of office and took the chair.
- (b) Vice Chair: BM was proposed by BG and seconded by MS. There being no other nominations, BM was deemed elected. BM signed his acceptance of office

2. Apologies for absence.

Jo Coplestone offered her apologies, which were accepted.

3. Declarations of interest in items on the agenda

DS and MS declared an interest in item 12 as relating to CAST.

BG declared an interest in item 15 as a resident of Westbourne Road

4. Minutes of previous meeting 17th April 2018

Minutes were signed as a true and accurate record.

5. Matters arising from the meeting (for information only)

None

Open Forum

6. Reports from district and county councillors

Jo Coplestone reported on new Warm Homes Funding in Broadland to support homes without central heating or households where fuel poverty exists. Further details are available from the Private Sector Housing Manager (01603 430518/p.s.housing@broadland.gov.uk).

Tom Garrod reported on progress with providing better mobile phone signals across Norfolk. He also noted the start of a formal consultation process on completing the western link of the NDR to the A47. He had provided a detailed report on Norfolk County Council activity for the April meeting, and this is available on the Parish Council website (Meetings and Agendas page).

7. Public Participation

A parishioner was advised the phone mast is operational by O2, Vodafone also have access but are not currently operational

A parishioner reported a pothole at Hautbois Rd end of Frogge Lane

8. Police Report

Seven crimes, 3 relating to violence, 3 of Arson and 1 anti-social, were reported in Coltishall in March. Most were in the Ling Way and Kings Road areas.

9. Highways/SAM2/Speedwatch

Drainage issues on Westbourne Road, Rectory Road and by the Kings Head have been cleared by Highways. Mud has been cleared from 7 Acres Lane.

The fixed speed sign on the Wroxham Road heading into Coltishall has been repaired.

The SAM2 sign is back in Horstead. Analysis of data while in Coltishall concluded that the average speed of traffic entering the village from Wroxham was 36MPH and in the opposite direction was slightly lower but still considerably above the 30MPH limit.

The Police have been carrying out speed checks on the North Walsham Road.

There have been 9 Speedwatch sessions since March including a double session which was held on Norfolk Speedwatch Impact Day (Saturday 5th May). 15 vehicles were reported from the Coltishall Speedwatch.

Main Meeting

10. Finance report

(1) The following payments were received prior to the meeting

Precept – 1st instalment £16,500.00

(2) The following payments were approved at the meeting

B Dickson – Allotment expenses £53.46

North Walsham signs – for MUGA £84.00

CV & RG (CAST) – shed repairs £260.00

Clerks May Salary £510.34

SLCC Summer Conference £49.50

Highways – safer crossing £14,045.00

Proposed BG, seconded BM.

(3) Accounts for final quarter 2017-2018 have been examined by MK and APPROVED

(4) Financial Risk Assessment – To be agreed at June Meeting

(5) The Governance Statement on the Annual Return was APPROVED AND SIGNED

(6) The Statement of accounts 2017-2018 was APPROVED AND SIGNED

(7) The Accounting Statement on the Annual Return was APPROVED AND SIGNED

11. To report on planning applications:

BA/2018/0102/HOUSEH - Landfall 8 Anchor Street - Renewal of planning permission

BA/2014/0336/HOUSEH for removal of existing conservatory and provision of first floor extension / side extension – NO COMMENT

BA/2018/0133/TCAA - High House 43 Wroxham Road - Mana Ash - crown reduction by 1.5-2.5m, T2: Sycamore - upper canopy reduction by 1.5m – To rectify wind damage – NO COMMENT

BA/2018/0135/ADV - Horstead Mill Mill Road Horstead - Information board – NO COMMENT

20180411 – 12 North Walsham Road – Side extension – NO COMMENT

20180505 and 20180512 – 73 Church Street – Single storey rear extension – listed building – NO COMMENT

20180638 – 3 Highfield Way – Single storey rear extension – prior notification – NO COMMENT

20180317 – 65a Rectory Road – discussed at last PC meeting and response sent in – COMMENTS SUBMITTED following April meeting

20180065 – land to rear of 8a Station Road – BM reported that BDC have been sympathetic to the concerns of the PC and plans have been amended.

20180668 – 18 High Street Change of use from A3 (Tearoom) to C1 (Holiday let) – Concerns to be raised about parking spaces.

12. Pre School presentation

Standing orders were suspended for the duration of the presentation

Coltishall Preschool has been in discussion with the Village Hall and Recreation Grounds Charity (known as 'CAST') about relocating from the Hall to the Lounge area in the Village Hall. Staff presented their plan for upgrading toilets for both adult and child use, internal re-decoration

and reconfiguration. Funding has been sought from external sources such as the National Lottery and also from internal funds and fundraising. CAST trustees indicated their support for the plans and DS passed thanks to the Staff.

The Pre-school advised they currently have enough funds to carry out the work to the toilets. The Pre-school advised volunteers would be involved, where possible, in the refurbishment. BM offered his support.

BG advised that, for legal reasons, the lounge area may need to be available for hire by other users. The funding impact on CAST would need to be taken into account as would public awareness.

It was AGREED that MK would engage with the project as a co-ordinator.

13. MUGA issues

Standing orders were suspended to allow parishioner discussion

The MUGA continues to present problems. The Council has received further representations from nearby residents about noise and disturbance from balls being kicked into neighbouring properties. In addition, there have been recent incidents of broken alcohol bottles being found in the play area. The Council has now decided that the facility will be locked overnight, either from dusk or 8pm (whichever is earlier) until 9am, with notices to that effect to be posted by the gates.

It was AGREED that a working party of JH, MK and Parishioners would be set up to consider what further measures might be taken to ensure the facility is maintained and used appropriately without undue disturbance to neighbouring properties.

14. It was AGREED (DS/BM) that up to £500 (plus VAT) could be used to purchase new posts for the SAM2 either individually or all together.
15. After taking parishioners concerns into account it was AGREED (MS/BM) that the gritting route for next winter would be Westbourne Road rather than the one-way section of Rectory Road, and that a grit bin would be purchased for the corner of Westbourne Road/Rectory Road.
16. The Clerk reported that the Allotment AGM would be held on the 16th May and that all bar one plot-holder had paid their annual fee.
17. MK reported that the playground is being inspected weekly. The only concern is the entryway which is muddy and the gate isn't closing properly.
18. BM reported phase one of the tree works has been completed. He proposed the next phase should include the football field and war memorial. It was AGREED BM would request quotes

19. Other meetings and Training

Meetings and training attended

Playground inspections – 9 April – MK reported that playgrounds have a very high safety record and he was impressed with the training

New Councillor Training – 24 April - JH reported that he learned a lot about the role of a councillor

Coming together, BDC community Event – 23 April – BG reported that with the imminent WW1 celebrations this was very useful. Contacts have been made and documents received

Future meetings

SLCC Summer Conference – 15 June – it was AGREED BG would attend

20. Any other business

BM will be producing an article about trees for the next edition of the Marlpit

Next agenda – Vehicle access to school via football field – permission for gate. Tree stump issue, awaiting parishioner's response.

The next meeting date will be **12th June 2018 at 7.30pm** in the Church Rooms