



COLTISHALL PARISH COUNCIL

Clerk: Rebecca Furr
2 Hall Cottages, The Windle, Acle, NR13 3JT
Tel: 07446 542146
Email: coltclerk@gmail.com

To members of the Parish Council

You are summoned to participate in the resolutions of Coltishall Parish Council on **Tuesday 12th January 2021 at 6.30pm**. This meeting will be held virtually via Zoom at <https://us02web.zoom.us/j/82284593570> Meeting ID: 822 8459 3570 (no passcode).

To members of the Public

Members of the public and press are welcome to attend. Please note in law, members of the public are not allowed to speak when meetings of the Parish Council are in session except under Public Forum or by invite of the Chairman/Clerk, in which case a vote will be taken to suspend standing orders. Please note Coltishall Parish Council meetings are recorded for minute taking purposes.

Rebecca Furr - Clerk to the Parish Council

Published 6th January 2021

Agenda

1. To consider apologies for absence
2. To consider declarations of pecuniary interest on any items on the agenda and any requests for dispensations
3. To approve minutes from 8th December 2020 (to be signed at next public meeting)
4. To report any matters arising from the previous minutes (information only)
5. Public Forum
 - a. Reports from District and County Councillors – Cllr Jo Coplestone and Cllr Fran Whymark
 - b. Public Participation –
 - i. To consider supporting the replacement of stiles with gates due to accessibility issues on the public footpath on Wroxham Road
6. Planning

To consider Planning Applications and any applications received after agenda set.

 - a. **20202268** – Dairy Farm, Wroxham Road - Demolition of existing barn and replacement with 2 dwellings and associated garages plus private drive
 - b. **BA/2020/0426/LBC** – The Old Maltings, 14 Anchor Street – Reconsultation based on new information about new external lights / new entry door system
7. Finance
 - a. **Payments Received**

Rural Payments Agency	Environmental Stewardship Payment	£364.00
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 - b. **Payments for Approval**

The Garden Guardian	Highway Grass Verge Cutting	£1408.80
BDC	Dog Bin Collection 01.04.20 – 31.03.21	£561.60
Rebecca Furr	Clerk's Expenses	£31.19
ICO	Data Protection Fee	£40.00
 - c. **Previously agreed Standing Orders and Other Payments**

Rebecca Furr	Payroll for January 2021	£878.62
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 - d. Update on transfer of parish accounts to Unity Bank Trust.
 - e. To note the internal control for Quarter 3 financial report is complete.

- f. To note the amendments made to the precept/budget agreed on 08.12.20
- 8. To receive an update regarding Highways
 - a. To consider parishioner's request for representation or financial aid to remove unsafe/broken branches from an Oak Tree on Chapel Lane footpath, reduce the crown by 2.5 meters and add a supporting brace to prevent further splitting.
- 9. To receive an update regarding police reports
- 10. Playground and MUGA
 - a. To receive update regarding fortnightly inspections
 - b. To receive update regarding use of MUGA
- 11. Coltishall Village Hall and Recreation Ground (CAST)
 - a. To receive report from Ms Snelling – Trustee
 - b. To receive update from Ms Thackham - Trustee regarding village hall renovation
 - c. To consider proposal from CAST for an access path from the football field to the school.
- 12. Gt Hautbois Common
 - a. To receive an update regarding boundaries investigation
- 13. Allotments
 - a. To receive report from Mr Thrussell - Acting Chair of Coltishall Allotment Association
 - b. To consider quotes for repairs/servicing of the taps and pipes
 - c. To approve the allotment constitution
 - d. To approve the licence agreement between the Parish Council and Allotment Association
 - e. To note the amendments made on the tenancy agreement and risk assessment documents as agreed on 08.12.20.
- 14. To note correspondence from Shared Access that Three no longer wish to proceed with the phone mast upgrade.
- 15. To receive an update regarding the Public Right of Way Application
- 16. To receive update regarding request from Bure Valley Football Club for an overflow car park, fencing and hedge cutting
- 17. To respond to BT's consultation regarding Girls Guiding Archivist Charity proposed adoption of Coltishall Telephone Kiosk on Wroxham Road
- 18. Tree Warden Work
 - a. To note replacement planting has been undertaken along St Michael's Lane and Churchyard and the primary school have helped replace hedging at the community orchard.
 - b. To consider planting Oak and Roman trees around the boundary of the football field.
 - c. To consider the purchase of x4 apple trees for the Community Orchard (up to £100 total)
- 19. Other meetings and training
 - Meetings and training attended
 - CILCA Session 4 – 16.12.20 (viewed recording 30.12.20) – Clerk
 - Future meetings and training
 - Planning Training with BDC – 19.01.21 - Clerk
- 20. To report matters for inclusion in a future agenda

The next scheduled date for Councillors summoned to participate in resolutions will be **Tuesday 9th February 2021 at 6.30pm** via Zoom Video Conferencing.