

# **COLTISHALL PARISH COUNCIL**

**www.coltishallpc.info**

## **Minutes of the Parish Council Meeting held at the Church Rooms on Tuesday 13<sup>th</sup> November 2018 at 7.30pm**

**Present:** Bob Grindrod (BG), Bill Musson (BM), Doreen Snelling (DS), Michael Spinks (MS), Mike Kirkham (MK), John Haschak (JH), Suzanne Hall (Clerk, SH), Jo Copplestone (District Councillor), plus 9 parishioners.

**1. Apologies for absence.**

None

**2. Declarations of pecuniary interest in items on the agenda**

BG – Item - 18 planning transparency

**3. Minutes of previous meeting 9 October 2018**

Minutes were signed as a true and accurate record.

**4. Matters arising from the meeting (for information only)**

None

**Open Forum**

**5. Norfolk Wildlife Trust** – Gemma Walker gave an overview of their Commons project which will encompass 60 commons in Norfolk, including Coltishalls Upper and Lower Commons along with Ling and Hautbois Commons. A full presentation is to take place in Coltishall on 22 March.

**6. Reports from District Councillor** - From summer 2019, it is expected that there will be new trains running from Norwich Station. Along with other improvements this will enable 4 scheduled Norwich to London services to run with a journey time of 90 minutes.

Details of the Western Link options are available for viewing online.

**7. Public Participation**

A member of the public expressed their opinion that the B1150/Ling Way crossing was 'a lot of money for two flashing lights' and they had been expecting a roundabout or something similar.

**8. Police Report**

Three crimes were reported in Coltishall in September: 2 around Ling Way (ASB and Public Order) and 1 near Rectory Road (outdoor theft). Following incidents on Rectory Road with youths on cycles, the police have interviewed a number of youths and their parents and action has been taken. BG issued a reminder that any incident should be reported to the Police on 101 by the victim to enable the police to raise an incident and take direct action.

**9. Highways/SAM2/Speedwatch**

Highways have issued a second enforcement letter to the owner of the Church Street hedge.

The SAM2 (Speed Activated Monitor) is currently on Anchor Street.

Speedwatch sessions are taking place weekly, but will stop during December as the data during this period cannot be submitted. Jo Copplestone will take over the co-ordination from January.

**Main Meeting**

**10. Finance report**

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

|  |         |
|--|---------|
| Donation for safer crossing – Longwater Co Ltd | £500.00 |
| Donation for safer crossing – Starlings        | £250.00 |

**(2) The following payments were approved at the meeting**

|   |         |
|---|---------|
| Bure Valley CG donation                             | £50.00  |
| Good Neighbours defibrillator donation              | £250.00 |
| D Clark – invoice for playground work               | £40.00  |
| Speedwatch room hire                                | £11.00  |
| Allotment Association room hire (to be paid by AA)  | £9.00   |
| Allotment Association water bill (to be paid by AA) | £116.34 |
| NALC – Clerks training                              | £65.00  |
| URM – Bottle bank emptying                          | £34.20  |

Proposed MS, seconded BG.

A donation to the Marlpit was deferred while discussions are held with the editing team

(3) A finance report was circulated – the budget will be agreed and Precept set at the December meeting.

(4) The Q1 and Q2 accounts have examined by MK and APPROVED

#### **11. To report on planning applications:**

20181643 – The Shambles, Rectory Rd – single storey rear and side extensions – there were no objections to this application

12. **MUGA update** from BG – SH to provide information and photos to obtain a quote for noise dampening as a potentially interested company has been found.
13. **GNLP** – Regulation 18 consultation sites – Consultation 29 October to 14 December – After lengthy discussion it was agreed that further posters would be circulated and individuals would be encouraged to respond directly. The Parish Councils response to the two new sites will be the same as their response to the earlier sites.
14. **CAST Update** - The Parish Council approved two new Trustees for CAST and welcomed them on board. A meeting to discuss finance is being arranged.
15. **Broadland Tree Warden Network** – BM will report back following the meeting on 14 November
16. **CCTV** – MK and DS provided a report on their investigations which was circulated. This has been put on hold pending CAST finance talks and questions about the insurance premium.
17. **Hedge and grass cutting** – 4 responses were received for the grass and hedge cutting tender. After a lengthy discussion it was unanimously AGREED to retain the existing contractor subject to some grey areas being clarified.

#### **18. Correspondence**

- It was AGREED that BG would be granted a leave of absence for 4 months
- MK has resigned but will continue with playground inspections and the examination of the quarterly accounts.
- Mr C Jones has asked to be a Parish Councillor and was APPROVED. Mr Jones signed acceptance of office forms.
- A donation request from the PCC for grass cutting was AGREED subject to information being provided
- A donation request for wildflower and cutting work on the community orchard was APPROVED
- Concerns have been raised with Broadland District Council about planning and enforcement processes. While these issues have been raised in relation to one site, there are concerns that if these issues are not addressed, they will be repeated if and when other sites are developed in the village. A Parish Councillor will attend a meeting with BDC later this month.

#### **19. Playground**

Weekly inspections are being carried out by MK.

The swings have been repaired as detailed in the inspection report

The quote to improve the entranceway and repair the climbing wall step was APPROVED

## **20. Other meetings and Training**

### **Meetings and training attended**

None

### **Future meetings and training**

Tree Warden network – B Musson – 14 November

Elections Training – Clerk – 21 November – approval needed

Challenging Conversations – Clerk – 29 November – approval needed

BDC annual parish meeting – clerk – 29 November

Scribe clerks training – clerk – 7 December

21. In light of Leave of Absence, BG stepped down as Chair from 1<sup>st</sup> December. It was proposed by JH and seconded by DS that BM takes the Chair from 1 December – This was APPROVED and BM signed his acceptance of office forms

## **22. Any other business**

CAST finance will be discussed at the December meeting and PC/CAST agreement to be agreed and published.

It was agreed that the December meeting will take place at the earlier time of 6.30

The next meeting date will be **Tuesday 11 December 2018 at 6.30pm** in the Church Rooms