

COLTISHALL PARISH COUNCIL

You are summoned to the Annual Parish Council Meeting in the Church Rooms on Tuesday 10th December 2019 at 6.30 pm. This meeting is open to members of the public (but see below)

Suzanne Hall

Clerk to the Parish Council

5 December 2019

Public Participation

In law, members of the public are not allowed to speak when meetings of the Parish Council are in session. The Council recognises, however, that members of the public may wish to make submissions related to items on the Agenda or raise concerns for discussion at a future meeting and will therefore permit them to do so briefly in the Open Forum. Once the Open Forum ends no further public participation will be allowed, unless specifically invited by the Chairman for a point of clarification, in which case a vote will be taken to suspend standing orders. (See Notes for the Public Attending Parish Council Meetings).

AGENDA

1. To consider apologies for absence
2. To accept declarations of pecuniary interest in items on the agenda
3. To approve minutes of previous meeting 12th November 2019
4. Matters arising from the meeting (for information only)

Open Forum

5. To receive reports from district and county councillors
6. Public Participation
7. Police Report
 - October figures
8. Highways/SAM2/Speedwatch – if available

Main Meeting

9. Finance

(1) Payments Received

VAT return for Q1 and Q2 £852.00

(2) Payments for Approval

CAST donation for insurance £600.00

Broadland Tree Network £25.00

FLP – repair of swing and see saw £1,569.70

ICO – annual data protection fee £40.00

Garden Guardians - Highways contract 2019 £1368.00

Garden Guardians – Coltishall grass contract 2019 £6462.00

Church rooms – hire for Crocus meeting £13.00

(3) Previously agreed Standing Orders and other payments

Payroll for November 2019 £854.20

To **agree** payments to be made in accordance with the Budget

(4) To note that the Q1 and Q2 accounts have been inspected and approved by Mr Kirkham

10. Highways grass cutting – to **approve** quote received
11. Budget and Precept for 2020/21 – to **agree** the budget and **set** the Precept
12. Planning applications
 - To note - 20191582 – Land on Rectory Road - Erection of Nine Self-Build Dwellings and Service Road (Outline) – this application was withdrawn
 - 201917596 – 87 Rectory Road, Coltishall – Single storey rear extension – revised proposal to already approve PP 20190821
 - 20191755 – The Lime Kilns, 43 Rectory Road, Coltishall – First Floor extension to the garage.

Any applications received after agenda set
13. CAST - Update from Mrs Snelling
 - Update from Ms Thackham
14. Playground - inspection report from Mr Kirkham
 - Update on repairs – BGet
15. Crocus contractors Ltd – Rectory Road development
16. Correspondence and councillor updates:
 - Death of Royalty
 - Paterson Lodge email
 - Westbourne Road bus shelter – BGet
 - Village assets – JM
 - VE Day 2020 – NC & RG
17. Other meetings and training

Meetings and training attended

NPT&S Seminar – 20 November – Clerk

VE 75th Anniversary Planning Meeting – 25 November – NC, RG, CJ and Clerk

Future meetings and training

SNAP – 9 January - CJ

Chairpersons Networking event – 8 January – JM

VE 75th Anniversary Planning Meeting – 13 January – NC, RG, and CJ
18. Any other business – to report matters for inclusion in a future agenda, or matters that require no decision from the parish council
19. Confidential item - Staffing

The next meeting will be on **7 January 2020 at 6.30** in the Church Rooms, Rectory Road, Coltishall. All parishioners welcome. Please note this is the **first Tuesday of the month** as agreed at the July meeting.