

COLTISHALL PARISH COUNCIL

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Minutes of the Parish Council Meeting held at the Church Rooms on Tuesday 10th December 2019 at 6.30pm

Present: James Matthews (JM), Doreen Snelling (DS), Michael Spinks (MS), Nicola Chaney (NC), Richard Germany (RG), John Haschak (JH), Jo Copplestone BDC (JC), Suzanne Hall (Clerk, SH), and 5 parishioners.

1. Apologies for absence.

Campbell Jones (CJ), Michelle Thackham (MT), Brian Getley (BGet) and Fran Whymark NCC (FW)

2. Declarations of pecuniary interest in items on the agenda

None

3. Minutes of previous meeting 12 November 2019

Minutes were signed as a true and accurate record.

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

Item 17 – It was noted that the Charitable Trust training had no minutes

Open Forum

5. To receive reports from district and county councillors

See summary of report from Jo Copplestone and Fran Whymark at the end of the minutes.

JC also reported that Martin Wilby (NCC) will be doing an assessment during January/February of the B1150 crossing at Ling Way following a speedwatch session and further concerns raised by parents.

6. Public Participation

- A Parishioner was advised that concerns with the footpath from Horstead Lock to the B1150 past the Lock-Keepers cottage will be passed onto Horstead PC and the Broads Authority.

7. Police Report

- October – 6 reported crimes – 1 criminal damage, 1 Anti-Social Behaviour, 4 Violence

8. Highways/SAM2/Speedwatch

Speedwatch – No report. Speedwatch doesn't operate in December. The teams are waiting for a rota for 2020.

SAM2 – this is currently in Horstead – data from the first two weeks in Horstead showed a 10% increase in traffic volumes on the Norwich Road compared to this time last year. This is on top of the 30% increase from the previous year which was just prior to the NDR opening.

Main Meeting

9. Finance report

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

VAT return for Q1 and Q2	£852.00
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(2) The following payments were approved at the meeting

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
Proposed NC, seconded JH and **APPROVED**

(3) Previously agreed Standing Orders and other payments

Payroll for November 2019 £854.20

(4) It was noted that Mr Kirkham inspected and approved the Q1 and Q2 accounts

10. Grass - It was agreed that the Highways delegated grass cutting agreement would continue for 2020 and the quote received was **APPROVED**. The Coltishall grass cutting agreement (Village Hall etc) is now entering the second year of a three year contract.

11. Budget and Precept for 2020/21 - The budget for 2020/21 was **APPROVED**. It was proposed that the Precept for 2020/21 be increased from £34,000 to £35,000 and unanimously **APPROVED**

12. To report on planning applications:

- To note - **20191582** – Land on Rectory Road - Erection of Nine Self-Build Dwellings and Service Road (Outline) – this application was withdrawn
- **20191796** – 87 Rectory Road, Coltishall – Single storey rear extension – revised proposal to already approve PP 20190821 – NO OBJECTION
- **20191755** – The Lime Kilns, 43 Rectory Road, Coltishall – First Floor extension to the garage. **Standing Orders were suspended** – A Parishioner talked through an objection email he had sent to the Parish Council and to Broadland District Council. The history of planning applications on this site was discussed. The drawings submitted under this application are not materially different and circumstances have not changed from applications 20131087 and 20141836 which were both refused by BDC. 20141836 was also rejected at Appeal. On the site there are also concerns about the double garage which was recently built (approved applications 20180047 and 20181064) – the footprint is larger than the approved plans and is closer to the Lime Kiln than is shown on the plans – this is being raised with BDCs enforcement team.

Standing Orders were reinstated – The Parish Council will submit the following comments:

- The plans are materially unchanged from those submitted in rejected applications 20131087/20141836
- Circumstances have not changed since applications 20131087/20141836 were rejected
- The plans do not give the full picture of the lie of the land – The proposed height of the dwelling and the proximity will intrude on the setting of the grade 2 listed Lime Kiln.

13. CAST

- DS reported that CAST ended the year £1900 in credit. There are concerns about the boiler which they don't have funds to cover if it needs replacing.
- DS reported that the BV football is going really well and is attracting a lot of players. Parking is an issue and the football club asked if the car park could be extended. The Councillors were not keen on this idea –they wouldn't want to lose the grassy area for environmental reasons and there is alternative parking at the village hall. It was also noted that people arrive in cars because they don't live in the village. Phone Mast funds can only be spent on a matched funding basis.
- **APPROVAL** was granted for the wall to be blocked between the Hall and the Preschool to reduce noise and thus improve the options for letting the Hall during the daytime. A Tarmac grant is being applied for to meet these costs. Thanks to RG for offering his time to carry out this work.

14. Playground

- Mr Kirkham continues to carry out regular playground inspections.
- The repairs to the swings and see-saw are complete. BGet is chasing the quote for the Rocking Horse repair. The MUGA fence extension should be carried out in December.

15. Crocus Contractors - Rectory Road development

BGet and JM have compiled a list of design requirements (Electric charge points, environmental and eco-friendly measures etc) which will be passed to Crocus Contractors. A January meeting will be arranged ahead of a public meeting.

16. Correspondence

- **Death of Royalty** – it was **AGREED** that in the event of a death a Coltishall Condolence ‘book’ would be set up – loose leaf A4 sheets to be handed into collection points around the village and then collated. ‘Instructions’ to be posted on Facebook, the website and noticeboards.
- **Paterson Lodge** are looking to promote their facilities for hire – JH to discuss this with them.
- **Westbourne Road Bus Shelter** – BGet has discussed this with Broadland District Council. Planning permission would be needed to replace the shelter also consent would be required for the tree works. B Grindrod cannot find the relevant years minutes in the Archives from when it was originally built. It was **AGREED** that the fence would be re-instated and this will become a normal bus stop – there are no other bus shelters in the village.
- **Village assets** – JM is progressing this collation of data
- **VE Day 2020** –RG and CJ met with Horstead PC to discuss plans – minutes have been circulated and date for next meeting set. A timeline for the days events is being put in place, Because of Colt Commons governing docs no ‘for profit’ activity can take place on the Commons.

17. Other meetings and Training

Meetings and training attended

NPT&S Seminar – 20 November – Clerk

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

Future meetings and training

SNAP – 9 January - CJ

VE 75th Anniversary Planning Meeting – 13 January – NC, RG, and CJ

Chairpersons Networking event – 16 January – JM

GDPR training – 6 February – NC - **APPROVED**

18. Any other business

None

19. **Confidential Item** – The clerk has resigned with a 3 month notice period – the vacancy will be advertised on Facebook, on the website and with NALC and NPT&S – there is no Marlpit edition this month

The next meeting will be on **Tuesday 7 January 2020 at 6.30pm** in the Church Rooms.

Summary of District and County Councillors Reports

JC reported – awaiting copy of report

FW reported - County have agreed an Environmental Policy which will see one tree for every resident, community woodlands and rewilding of green spaces. Benefitting residents and wildlife across the County. We will undertake an audit of our emissions, and that of our partners to improve and reduce our carbon footprint going forward.