



COLTISHALL PARISH COUNCIL

Clerk: Rebecca Furr
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To members of the Parish Council

You are summoned to participate in the resolutions of Coltishall Parish Council on **Tuesday 9th March 2021 at 6.30pm**. This meeting will be held virtually via Zoom at <https://us02web.zoom.us/j/87529694185> Meeting ID: 875 2969 4185

To members of the Public

Members of the public and press are welcome to attend virtually. 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 3rd March 2021

AGENDA

1. **Apologies for Absence**
2. **Declarations of Pecuniary Interest and Requests for Dispensations**
3. **To approve minutes of 9th February 2021 (to be signed at next public meeting)**
4. **To report any matters arising from the previous minutes (information only)**
 - a. Update on quotations for road safety audit
 - b. Update on the biodiversity project at The Triangle
 - c. Update on PROW application off Rectory Road to St James
 - d. Update on closure of post office
5. **Public Forum**
 - a. Reports from District and County Councillors – Cllr Jo Coplestone and Cllr Fran Whymark
 - b. Public Participation
6. **Planning** - To consider planning applications listed and any received after agenda set.
 - a. **20210182** – Redbourne House, 27 Station Road. Demolition of existing dwelling and garage and erection of eight detached dwellings
 - b. Proposed Poppyfield Development at Badersfield. Please note a planning application has not been submitted to North Norfolk Council yet, however the developer has contacted the parish council.
 - c. To consider response to GNLP Regulation 19 consultation – deadline 15th March 2021
 - d. To consider supporting (by signing a pledge) CPRE Norfolk in its campaign aimed at ensuring that no new sites are allocated for house building in revised local plans to 2038 until all existing allocations in current core strategies have been developed.
7. **Finance**
 - a. *Payments Received - None*
 - b. *Payments for Approval*

Oaks C.C.T.V Ltd	Maintenance Contract and Service Agreement for CCTV Equipment at Village Hall and Recreation Grounds 12.03.21 – 12.03.22	£234.00
Wave	Allotment Water Bill 04.11.20 – 03.02.21	£37.08
National Association of Local Councils	Sole Trustee of Charity Training for Councillor	£30.00

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| Rebecca Furr | Clerk's Expenses including Laser Printer,
Postage for Allotment Tenancy Agreements,
Clerk Mobile Top Ups and Zoom Video
Conferencing Fee | £345.94 |
| c. <i>Previously agreed Standing Orders and Other Payments</i> | | |
| Rebecca Furr | Payroll March 2021 | £878.62 |
| d. To approve closing unused Natwest account "Coltishall Parish Council Ground Charity" | | |
- 8. Coltishall Village Hall and Recreation Ground (CVH&RG)**
- a. To receive report from Ms Snelling – Trustee
 - b. To receive update regarding a review of the parish council's roles and responsibilities of CVH&RG based on financial and governing documentation
 - c. To note Village Hall and Large Recreation Ground car parks need to be shingled. To consider if there are any volunteers available to undertake this work at the Village Hall carpark once Covid restrictions allow (earliest 29th March).
- 9. Allotments**
- a. To receive report from Mr Thrussell - Acting Chair of Coltishall Allotment Association
 - b. To consider request from parishioner re. making allotment footpath a public right of way
 - c. To consider returning Plot 57b to plot 57a tenants.
- 10. Highways**
- a. To receive update and consider any further action needed regarding "property of Bakery Court no parking" signs which have been placed on the barrier bollards of the War Memorial
 - b. To note report made to Highways on behalf of parishioner regarding B1150 North Walsham to Coltishall. Collision with garden fence.
- 11. Dog Bins/Litter Bins**
- a. To agree a new location of the dog bin currently on The Triangle of White Lion Road/Tunstead Road and St James.
 - b. To consider purchasing additional litter/dog bins at the Common with the approval of Coltishall Common Management Trust
- 12. To consider the neighbourhood priorities for Coltishall and feedback to local Safer Neighbourhood Team**
- 13. To consider exploring the possibility of registering the Community Orchard as a Common and applying for tree protection orders.**
- 14. To confirm arrangements for the Annual Parish Meeting and Annual Parish Council Meeting**
- 15. To note damage caused to the noticeboard at Gt Hautbois Common and agree necessary actions to repair.**
- 16. To approve policies**
- a. Data Protection
 - b. Record Retention and Destruction
 - c. Internal Control
 - d. Co-option
- 17. Other meetings and training**
- a. Meetings and training attended
CILCA Session 5 – 17.02.21 - Clerk
 - b. Future meetings and training
BVR Management Meeting – TBC Wk/C 22.03.21
CILCA Session 6 (final session) – 17.03.21
Planning Enforcement Training – 17.03.21
- 18. To report matters for inclusion in a future agenda**
- 19. Confidential Item – Annual Appraisal of Clerk**

The next scheduled date for Councillors summoned to participate in resolutions will be
Tuesday 13th April 2021 at 6.30pm via Zoom Video Conferencing.