

COLTISHALL PARISH COUNCIL

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Minutes of the Parish Council Meeting held at the Church Rooms on Tuesday 11th February 2020 at 6.30pm

Present: James Matthews (JM), Doreen Snelling (DS), Michael Spinks (MS), Nicola Chaney (NC), John Haschak (JH), Michelle Thackham (MT), Richard Germany (RG), Jo Coplestone BDC (JC), Suzanne Hall (Clerk, SH), PC Lucas Ward and 3 parishioners.

1. Apologies for absence

Apologies were received and accepted from Brian Getley (BGet), Fran Whymark (FW) and Jo Coplestone BDC (JC)

2. Declarations of pecuniary interest in items on the agenda

None

3. Minutes of previous meeting 7 January 2020

Minutes were signed as a true and accurate record.

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

None

Open Forum

5. To receive reports from district and county councillors

See summary of report from Jo Coplestone at the end of the minutes.

6. Public Participation

- A Parishioner raised concerns about the debris on the footpath towards the post office. This has been reported as part of the Highway Rangers report.
- A Parishioner spoke about cars parking on the path on Church Street, preventing wheelchair/pushchair use. PC Ward said he will issue warning notices with an enforcement date of March/April. Further copies of the notices will be given to the parishioner to hand out.

7. Police Report

- December – 3 reported crimes – 1 Burglary, 2 Violence
- PC Lucas Ward advised that he has 12 Parishes and visits them in both his marked police car and on his bike. Coltishall and Horstead are on his regular circuit. ASB notices were issued to the youngsters who were identified on the CCTV footage at the village hall last year. PC Ward asked for his contact details to be put on our website.

8. Highways/SAM2/Speedwatch

Speedwatch – Report from Mr Jones – a new team member has been accepted and two more new volunteers are being vetted. Operationally the teams have been busy in the past few weeks and have been supported at the roadside by Norfolk Police. Details of more than thirty speeding vehicles have been sent to the Partnership Administration Officers at Norfolk Police for them to follow up.

SAM2 – this will be in Coltishall until 3 March. Mr Jones is meeting MT and JH to go through how to download, process and disseminate the data.

Highways – standing water issues on the High Street and Anchor Street are ongoing

Main Meeting

9. To report on planning applications

- **20200043 – Girl Guides Hautbois Activity Centre** – change of Use for One of the Estates Properties from a C3 Dwelling Houses to C2 Residential Training Centre – **NO OBJECTION**
- **BA/2020/0007/FUL – Norfolk Mead** – Erection of a laundry building – **COMMENTS** to be submitted –
 - No Mains sewerage – there is currently seepage into the dykes which is killing vegetation, additional laundry processing on site will add to the issues
 - The size of the building is excessive for the requirements of a small hotel/restaurant. There are concerns that it will shortly be followed by a change of use request for further accommodation
 - This is within a sensitive conservation area, and it is understood there should be no further development on the flood plain.

10. Finance report

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

None

(2) The following payments were approved at the meeting

Clerks Jan/Feb expenses	£23.40
MUGA fence	£1,754.40
FLP – inspection of rocking horse	£383.21
Proposed JH, seconded NC and APPROVED	

(3) Previously agreed Standing Orders and other payments

Payroll for January 2020	£854.20
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11. Coltishall Village Hall and Recreation Ground (CAST)

- DS reported that a new regular booking has been received with Colt Jaguar Runners.
- MT advised that she is applying to Tarmac for a grant. The closing date is 13 March. The Grant requires a 10% funding from a third party. The Parish Council **AGREED** that they will fund this-estimated to cost the Parish Council about £2,000 – this work will cover doors, kitchen, serving/bar area flooring and electrical. The Parish Council also **AGREED** that **IF** the above bid is successful, they will also provide a further £5,000 for painting, carpets, blocking doorways etc. If the bid is not successful the situation will need to be revisited as MT isn't sure the building complies with H&S requirements.
- BGet reported that the Cricket pavilion window has been removed and looks like it's being used by youngsters. While no damage has been done this will be reported to the police.

12. Playground

- Mr Kirkham continues to carry out regular playground inspections.
- A quote for £9,483.86 for a replacement rocking horse was considered and declined

13. Crocus Contractors - Rectory Road development – The Parish Council met with Crocus Homes. They will be setting up a public meeting at the Village Hall on 13 March from 1 – 8 to discuss the plans with Parishioners.

14. Correspondence

- **Date for the APM** – it was agreed this would be the same day as Parish Council meeting – 14 April – APM at 6.30, to be followed by a 'bare essentials' PCM
- **Future meeting days** – request to change from Tuesdays – BGet – The only other day the Church Rooms or Village Hall is available is Fridays, which wasn't a favourable option.
- **Allotment rep** – to note that RG will take on this role.
- **Allotments** – clearing work is being carried out by the Allotment Association
- **Paterson Lodge** – JH – They are trying to hire out their facilities during the week. The Parish Council had no new ideas for them.
- **Village assets** – JM – No update

- **VE Day 2020** – NC & RG – update provided – a request for contingency funds of up to £100 was APPROVED.
- **Request for dog poo sign for Hautbois Common** – approval was given for MS to put up signs
- **Request for motorbike sign for Chapel Lane** – no-one else was aware of this being an issue so the request was declined.
- **Jerome Mayhew request for meeting** – The Councillors were not able to accommodate a Friday night meeting, but advised Mr Mayhew was welcome to attend any monthly PC meeting
- **Bus Shelter** – **APPROVAL** was given for BGet to repair the bus shelter roof

15. Other meetings and Training

Meetings and training attended

VE 75th Anniversary Planning Meeting – 13 January – NC & RG

Crocus housing – 21 January – all councillors invited

GNLP consultation – 22 January – NC and RG

EDP re Broadland Northway traffic – 4 February - Clerk

VE 75th Anniversary Planning Meeting – 4 February – NC, RG and clerk

GDPR training – 6 February – NC

Future meetings and training

75th Anniversary Planning Meeting – 24 February – NC & RG

SNAP – 2 April, Aylsham – volunteer needed

16. Any other business

A Parishioner asked if the 55 bus could be re-routed to go via Wroxham. This is not feasible option.

Confidential business

17. Clerk Vacancy

Interviews were held on 7 February. DS, MT and MS put forward their recommendations which were discussed by the full Council. It was **AGREED** that Rebecca Furr would be offered the position with a six-month probationary period. The departing clerk will provide a handover and ongoing support over the next month or two.

As long as Rebecca accepts the position the following points were **APPROVED**:

- She will be added as a signatory to the bank accounts and given access for internet banking as per the departing clerk
- Training courses to be attended ASAP – initially Clerks induction and financial year end
- Purchasing of any equipment required – potentially a printer

The departing clerk advised the website would need new payee details.

The next meeting will be on **Tuesday 10 March 2020 at 6.30pm** in the Church Rooms.

Summary of District and County Councillors Reports

JC reported – Broadland District Council has recently announced the acquisition of 140 acres of woodland, heath & fenland at 'Houghen Plantation' located close to the Broadland Northway near to Horsford. The funding for this project comes from the Greater Norwich Growth Board's pooled community infrastructure levy money for green infrastructure. As we see increasing development of housing in the Greater Norwich area, it will be essential for people in our urban areas to have access to areas of countryside for recreation. The plantation is next to a large area of common land, and this whole area will shortly become the first 'Country Park' in Broadland, featuring walking & cycling routes.

Towards the end of January I was invited to look at the newly built 'Condimentum' factory which is located adjacent to the A47 on the Food Enterprise Park at Honingham Thorpe. The factory is supplying both Mustard & Mint sauce on licence to Norfolk's historic brand 'Colmans' . The 'state of the art' factory will make use of an oil rich 'by product' to generate both heat & power, reducing the use of carbon.

PC Lucas Ward, who has taken over as Aylsham 'Beat Manager' joined us for speed watch duty on the B1150 near Ling Way early one morning. We observed an extremely high number of speeding vehicles and an almost constant stream of traffic, as parents and children attempted to cross the road on their journey to school. The sensors on the flashing Wig Wag beacons on the B1150 have not been working properly and this has been reported this to Highways, who should complete this work by 24th February.

Kind regards,

Jo Copplestone

Tel: 01603 860840 or Email: cllr.jo.copplestone@broadland.gov.uk

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