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To members of the Parish Council

You are summoned to participate in the resolutions of Coltishall Parish Council on **Tuesday 13th April 2021 at 6.30pm**. This meeting will be held virtually via Zoom at Join Zoom Meeting

https://us02web.zoom.us/j/81466729479 Meeting ID: 814 6672 9479

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 30th March 2021

AGENDA

- 1. Apologies for Absence
- 2. Declarations of Pecuniary Interest and Requests for Dispensations
- 3. To approve minutes of 9th March 2021 (to be signed at next public meeting)
- 4. To report any matters arising from the previous minutes (information only)
 - a. Mobile Post Office
 - b. Bure Valley Railway Meeting
- 5. Public Forum
 - a. Reports from District and County Councillors Cllr Jo Copplestone and Cllr Fran Whymark
 - b. Public Participation
- 6. Planning To consider planning applications listed and any received after agenda set. BA/2021/0093/HOUSEH – Landfall – 8 Anchor Street - Render and clad exterior, replacements and changes to windows and doors and convert garage to accommodation 20210503 – Clematis Cottage, 3 Chapel Lane - Demolition of existing rear extension, proposed new ground floor rear extension encompassing existing detached outbuilding and internal alterations. Proposed PV array to existing rear house roof.

7. Finance

a.	Payments Received		
	Allotment Tenants	Allotment Rent Fees	£1160.00
	HMRC	VAT Reclaim – Qtr 1-3	£245.00
b.	Payments for Approval		
	Norfolk Rivers Internal	Annual Agricultural Draining Fee	£7.86
	Draining Board		
	Peter Croot	Tree Warden Expenses	£73.08
	National Association of	Annual Membership Subscription	£264.65
	Local Councils		
	Norfolk Parish Training and	Annual Membership Subscription	£297.51
	Support		
	Rebecca Furr	Clerk's Expenses	£48.09
	Norfolk County Council	Parish Partnership Scheme	750.50
		Contribution to village gateway sign	

East of England Apples and
Orchard ProjectX3 Norfolk Apples Trees (Community£60.50

- c. Previously agreed Standing Orders and Other Payments Rebecca Furr Payroll April 2021 £877.93
- d. To approve parish councillor to undertake quarterly internal control for 2021/2022
- To note the end of year accounts and associated governing documents will be submitted to the approved internal auditor Luisa Cantera week commencing Monday 19th April for internal inspection.

8. Playground and MUGA

- a. To receive playground inspection report from Mr Kirkham
- b. To agree if any further action is needed to the vertical rope net
- c. To note the MUGA and Adult Gym Equipment will be open from 29th March in line with the easing of Government Lockdown restrictions.
- d. To receive update regarding MUGA work as requested by a parishioner.

9. Coltishall Village Hall and Recreation Ground (CVH&RG)

- a. To receive report from Ms Snelling Trustee
- b. To consider request from Coltishall and Horstead Pre-School for WiFi in the Village Hall and approve funding
- c. To receive update regarding governance review proposal from Charlotte Stannard NALC Charity Governance Trainer.
- d. To receive update and agree any action that needs to be taken to inform the review between the parish council and CVH&RC.

10. Allotments

- a. To receive report from Mr Thrussell Acting Chair of Coltishall Allotment Association
- b. To consider arrangements regarding the vehicular gates being locked/closed in response to complaints received from allotment members
- c. To note Plot 46 and 57B have been let to new tenants and the tenant of Plot 18 withdrawn their request to terminate their tenancy. Tenant of Plot 63 has been asked to submit in writing their wish to terminate their plot which will be allocated to the next person on the waiting list after the agreed notice period is completed.

11. Highways

- a. To consider writing to The Old Bakery Court Management Group regarding the no parking signs placed on the barrier bollards of the War Memorial.
- b. To approve moving the dog bin on The Triangle of White Lion Road/Tunstead Road and St James to the verge opposite (with Highways consent) and the dog bin on Anchor Street moving to the parking area near The Kings Head pub on Wroxham Road.
- c. To consider parishioners request for a safe pedestrian crossing on Rectory Road
- d. To note the bid for village gateway sign under the Parish Partnership Scheme was successful.
- e. To consider quote for a road safety audit regarding Rectory Road and receive update following consultation with Mr Rickman Senior Planning Officer.
- 12. To approve quote for a 1100lire general waste Biffa bin at the car park next to the Lower Common
- 13. To approve date and time of virtual Annual Parish Meeting on Tuesday 27th April 2021
- 14. To consider supporting and signing the Armed Forces Covenant for Parish Councils

15. Tree Warden

- a. To consider donation to the Broadland Tree Warden scheme
- b. To approve the appointment of a new tree warden
- c. To note 3 apple trees have recently been planted in the community orchard
- 16. To arrange inspection of village assets. Asset register will be approved at the next meeting.

17. Other meetings and training

- a. Meetings and training attended
 CILCA Session 6 17.02.21 Clerk
 BVR Management Meeting TBC Wk/C 22.03.21
 Planning Enforcement Training 17.03.21
- b. Future meetings and training None

18. To report matters for inclusion in a future agenda

The next scheduled date for Councillors summoned to participate in resolutions will be **Tuesday 4th** May 2021 at 6.30pm via Zoom Video Conferencing