

COLTISHALL PARISH COUNCIL

Minutes of the Meeting held at the Village Hall 5th July 2010

Present

Vice-Chairman Doreen Snelling, Robert Watson, Mike Warren, Joe Chapman, Ngel Haines, Michael Spinks, Dave Smith, Mark Rischmiller, County Councillor James Carswell, District Councillor Alan Mallett. Barbara Hornbrook, Conservation Manager from Broadland DC

Apologies

John Harding tendered his apologies, which were accepted. Keith Childerhouse, Peter Baker and Cllr James Carswell tendered their apologies for their late arrival, which were accepted. PCSO Laura Munro-Oakley was unable to attend the meeting.

2. Minutes of Annual Meeting of the Parish Council 10th May 2010

The minutes of the meeting were accepted as a true record and signed by Doreen Snelling as Chairman of the Parish Council.

3. Matters arising from the minutes, not on the agenda.

None.

Barbara Hornbrook, Broadland DC

Mrs Hornbrook had asked to attend the meeting to discuss the proposal by North Norfolk District Council to designate parts of the former RAF base as conservation areas. The time-scale is very short, as a decision will be made before the Ministry of Justice begins marketing the site in September. A consultation period will begin on about 16th July and last for four weeks. An Open Day will be held, advertised by posters and on web-sites, and the consultation document provided to all councillors and available on the Broadland DC web-site. Public opinion is invited, and will inform the decision to be made by North Norfolk DC. She stressed that it was not the intention to apply for conservation status for the entire area, but only for certain areas of historic value such as the blast-walls and the main buildings. The clerk is to be advised of the date for the Open Day, and posters are to be provided.

4. Declarations of interest in items on the agenda.

Doreen Snelling declared an interest as a Trustee of the Village Hall and Recreation Ground Charity.

5. Police report

There was one recorded incidence of criminal damage during June 2010, four thefts, and three other crimes. Read's pharmacy had been broken in to during the previous few days; the CID is investigating. PCSO Laura Munro-Oakley and a colleague had visited local businesses. North Walsham Road had been prioritised for speed checks. Laura had helped with the Walk-to-School initiative. The full report will be printed in the Marlpit and on the web-site, and is available from the clerk.

6. Chairman's report

None.

7. Correspondence received

- Norfolk Rural Community Council AGM is on 7th July
- Broads Authority Forum is on 20th July

- Norfolk Playing Fields Association AGM is on 15th July
- Community Wildlife, part of the National Lottery, can offer grants for community wildlife projects
- DEFRA advised a change in the Nitrate Vulnerable Zone boundary. This will not affect the Parish land at Upper Common.
- A skip had been arranged for the clear-up after the village fete, and arrangements made to empty the bins near the Kings Head prior to the event.
- A Democracy Day event is to be held on 19th July.

8. Finance

The proposed budget for the forthcoming financial year is to be prepared by Peter Baker and the clerk for presentation at the September meeting. Peter Baker said that he would not be able to attend that meeting, and asked councillors to advise him of any items they wish to be included in the Budget. Mazars had required documentary proof that their recommendations from last year's 5% accounts audit had been complied with. All evidence had been sent.

Payments since last meeting

Broadland DC – bin emptying S137	24.44
John Harding Parish Plan expenses	34.46
Norfolk RCC play equip. training Mike Warren	10.00
Eco Digital Print Parish Plan	965.00
John Harding Parish Plan presentation evening	81.32
Land Registry re Hautbois Common	50.00
NALC Annual Conference, Mazars seminar	80.00

Receipts since last meeting

Brown & Co	70.00
Recycling – Oct-March	774.18
CVH&RG Charity – Ground rent	40.00
HM Revenue & Customs – VAT refund	1064.58
Web advertising	10.00

Current account as at 5 th July 2010	4717.93
Deposit account as at 5 th July 2010	9808.47
Total at Bank	14526.40

Payments due this meeting

R Watson – CiLCA expenses	118.47
Ann Watson – Speedwatch	13.91
J B Elvy – Salary June/July	707.06
Parish expenses	53.75
CiLCA expenses	362.03
Storage,heat,light,computer dep	385.00

9. To Consider planning applications

There were no objections to :

1. Application 20100724, Great Hautbois House, Hautbois Road. Roof-mounted solar panels
2. Application 20100332, revised plans, 11 Church Street. Vehicle access moved further up Church Street, and installation of conservation roof lights
3. Application 20100570, revised plans, 35 Church Street. Alteration of roof to lower pitched

- roof height over proposed garden room
4. Application 20100536, revised plans, Hernes Farm, Frogge Lane, Great Hautbois. Conversion of agricultural buildings into four dwellings, erection of garage/store
 5. Application 20100763, 4 The Grove, Rectory Road. Two-storey side and rear extension, single-storey side extension

There was an objection to Application 20100232, revised plans, 8 College Close. Two-storey side extension.

Mr Colin Smith's request that the development boundary be extended had been agreed and minuted, but the change of government had led to the Local Development Plan being deferred. Broadland DC had advised Mr Smith that the matter would be discussed at a later meeting of the Planning Department.

Peter Baker said that, if a planning application is withdrawn and subsequently resubmitted, Broadland DC's planning department does not consider any support or objection made on the original application. Unless parishioners make their views known on the resubmitted application, their views will not be considered. The time frame for comment is often very limited, which is not satisfactory.

10. To consider a mirror for Kimberley Terrace

As quotations are still being sought, the matter was deferred until next meeting.

11. Dog fouling at Ling Way

The dog-bin is being used to deposit rabbit-litter, to the annoyance of dog-walkers. A promised sticker for the dog bin had not arrived. Broadland DC will be asked again to supply one. Mark Rischmiller had investigated dog-fouling in the area, and thought that the problem was not excessive. He noted that a couple of dogs had been roaming unattended.

12. Parish Plan Actions

Following the completion of the Parish Plan document, which was distributed to all households in Coltishall, councillors considered the list of actions detailed in the plan. Some are community-based, but councillors **agreed** that those relating to the council would be discussed, and actions taken as appropriate.

13. Playground equipment update

Mike Warren gave a hand-out to all councillors detailing three quotations for the supply and installation of new play equipment at the Village Hall site. Advice received from Bob Fell at Broadland DC stated that this phase of work, valued at circa £20,000, would not require invitations to tender, but that the next phase, including the MUGA and likely to cost in excess of £50,000 would. The quotations did not include levelling of the areas around the swings and seesaw, but Zurich's report recommended that this should be done on safety grounds. Mike Warren will visit the primary school to elicit the children's choice from the three quotations received. The play equipment is broadly like-for-like, with the emphasis on use by 9-15 year-olds. Although it had been planned to apply for grants to supplement Section 106 monies held by Broadland DC, and thereby finance the entire scheme, the advice from Bob Fell was that the work be done in two or three phases. The first phase would be financed from Section 106 monies, ensuring that the money was used within the time limit, rather than delay until grants had been sourced. Completion of the first phase would also show a commitment to the wishes and needs of the village.

After some debate, it was **agreed by a majority** that

1. The children's choice would inform the decision. Peter Baker **did not agree** to this.

All agreed that

2. Loop fencing would be delayed until after installation of play equipment, and the financial situation reviewed.
3. Re-levelling would be done at the same time as installation of new play equipment.

4. An interim meeting would be called to discuss the children's choice, and to make a decision on the quotation to be accepted.

14. Resignation of Peter Baker from the Village Hall and recreation Ground Charity

A letter had been received by the Charity confirming Peter Baker's resignation as a Trustee. His resignation was **accepted** by Councillors, and Doreen Snelling on behalf of the Council thanked him for his work with the Charity since its inception.

Kevin Fisher had offered his services as a Trustee and Finance Director of the Charity. His CV, showing an accounts background, had been circulated to all councillors. His appointment was proposed by Doreen Snelling, seconded by Nigel Haines, unanimous.

15. Any other business

Nettles on the footbridge over the river would be reported to Highways.

A mirror affixed to the wall near the chapel in Rectory Road is an obstruction to pedestrians.

Doreen Snelling will check the planning regulations.

The results of the Parish Plan draw were published in the Marlpit, but many prizes remain unclaimed. They will be re-advertised.

A letter from Mel Douglass, a Director of the Village Hall and Recreation Ground Charity stated that both the football changing-rooms and the cricket pavilion were in need of renovation. The Charity would be unlikely to raise sufficient funds for the work. He requested that the Parish Council consider making provision in the next and subsequent budgets to undertake the necessary repairs. A schedule of repairs, with costings, is to be drawn up for consideration at the interim meeting, and the matter placed on the agenda for September's meeting.

20. Public participation pursuant to Standing Order 58

District Councillor Alan Mallett reported that a directive from central government is likely, instructing local councils to freeze council tax. There is no indication that parish councils will be obliged to freeze the precept. Broadland DC will see a 5% year-on-year reduction in funding for three years, although services should be maintained.

County Councillor James Carswell congratulated the Parish on the Parish Plan Presentation Day, and acknowledged the hard work which made it possible. Financial strictures implemented by the new government will cast doubt on many planned local projects. Costs are being cut, but every effort will be made to preserve front-line services. Norfolk County Council Scrutiny Panel is to meet in September/October, when the extent of financial cuts will be fully known. James Carswell will do all he can to support local councils and communities.

Meeting closed at 9.15 pm

Next meeting is on **Monday 6th September 2010** at 7.30pm in the Village Hall