

COLTISHALL PARISH COUNCIL

Minutes of the Meeting held at the Village Hall 1st November 2010

Present

Chairman John Harding, Vice-Chairman Doreen Snelling, Robert Watson, Mike Warren, Michael Spinks, Keith Childerhouse, Dave Smith, Mark Rischmiller. Also in attendance County Councillor James Carswell, District Councillor Alan Mallett.

Apologies

Joe Chapman tendered his apologies, which were accepted. PCSO Laura Munro-Oakley was unable to attend the meeting.

2 . Minutes of Meeting 6th September 2010

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

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

Correspondence, Item 4. The fence height has been reduced, and the mirror removed at the property adjoining the Chapel in Rectory Road. The matter is now resolved.

4. Declarations of interest in items on the agenda.

John Harding and Doreen Snelling declared an interest as Trustees of the Village Hall and Recreation Ground Charity.

5. Police report

There was one recorded incidence of theft in October 2010, Speeding was a priority in High Street.. Laura Munro-Oakley had visited the Youth Club, providing waterproof Halloween outfits and advising on safety and courtesy to residents over Halloween. Householders were warned to secure sheds and out-houses following a spate of break-ins and thefts. The next SNAP meeting is on Monday 20th December at the Jubilee Centre in Aylsham. The full report will be printed in the Marlpit and on the web-site, and is available from the clerk.

6. Chairman's Report

The Chairman congratulated the clerk on passing her CiLCA training; confirmation of Cllr Watson's results are awaited. The chairman attended a conference sponsored by Norfolk Waste Partnership on waste recycling and disposal, and found it interesting and informative. A new section has been created on the parish web-site to promote recycling, and to recruit a parish litter warden, a scheme supported by CPRE. The Chairman also attended the annual Town and Parish Council's meeting at Broadland DC. Due to efficiency programmes Broadland DC will continue to deliver all services as usual without any increase in rates. It was noted that district councils have no mandate to regulate parish precepts, although the Government is considering the introduction of precept control. The Parish Plan had been sent to Broadland DC, our MP, NHS, Highways and the Police.

Acknowledgements had been received from all but the Police, although it is understood that the Plan was passed to our PCSO who will arrange a meeting to discuss issues raised. John Cotton, the Highways Engineer for our area, had been moved to a different post. The clerk is to write thanking him for his prompt attention to Highways matters raised by the Council and wishing him well for the future. A parishioner from Duxford had written to our Tree Warden Peter Croot asking for advice on the creation of a parish orchard modelled on Coltishall's.

7. Correspondence received

1. Vitalise, a charity providing short breaks for disabled people, requested a donation.
2. North Walsham Community Transport, which has taken over transport previously provided by Age Concern, requested a donation. It was agreed to defer both requests until the January meeting.
3. Coltishall PCC requested a grant towards grass cutting costs totalling £2096.00 this year. It was **agreed** to pay £1000 in accordance with the budget.
4. PX2 had invoiced £50 for a quarter of the cost of CETAG's web site. Councillors felt it unfair that four parishes out of eleven should bear the cost. As CETAG has no funds, and the web site would therefore close, it was **agreed** to pay the invoice, but a letter of protest would be sent to CETAG requesting that costs be shared between all parishes.
5. CPRE membership of £29.00 was due. It was **agreed** to renew membership.
6. Natwest had advised that there would be no penalty in future for withdrawals without notice from the Deposit Account.
7. Norfolk County Council intends creating a Disability Information Service collating local facilities for the disabled. Information is to be provided for Coltishall.
8. Norfolk Constabulary had sent a copy of a letter to the local MPs pleading their case against funding cuts, and warning of significant reductions in their service should the cuts be implemented. Councillors agreed that opposition to cuts should be carefully targeted given that cuts will be made across the entire spectrum of public services. Policing is considered vital; a letter of support will be sent to the Chief Constable.
9. Paul Cawkwell thanked the council for its good wishes on his departure from HMP Bure.
10. Broadland DC confirmed the designation of the conservation area at the former RAF Coltishall.
11. The Rectory Road footway work had begun today. Highways had refused the request for a roundabout at the Rectory Road/North Walsham Road junction. Statistics show only one reported accident within the last six years, the junction is unsuitable according to guidelines, and costs would be disproportionate to the perceived hazard.
12. The report on play equipment from Zurich showed no defects.
13. Broadland DC advised that, unless the Government passes legislation to allow it, parish elections will be delayed until after the referendum; parish councils would then bear the cost of local elections. It is hoped that legislation will allow both to be held on the same day to avoid these costs.
14. The Norfolk Village Games held in September is the first of a three-year project to promote participation in sport. Two young people from Coltishall competed with great success, and it is hoped that more village children will compete next year.

8. Play equipment

Phase two of the play area is complete, installed by Wicksteed, and inspected independently as having low risk to users. The Section 106 monies £23380.01 had been received from Broadland DC and Wicksteed paid in full following receipt of the VAT repayment from HM Revenue and Customs. The residual Section 106 funds will be used to part-pay for resiting the fencing, with the balance being paid by the parish. An invoice had been received from Chris Beardsmore for £920, with a further invoice to come. A quotation is expected for fencing to enclose the entire play area with a gate to allow access to children and parents, and grass cutting equipment.

All risks insurance had been arranged for the new equipment, but removal and re-installation in the event that any is damaged beyond repair is not covered. It was **agreed** that the existing equipment would not be insured against damage.

9. Finance

The sub-group had not met to discuss the options outlined in Peter Baker's report. He estimated unavoidable expenditure of £12,000+ in 2011-12, with an estimated end-of-year bank balance circa £2500. Councillors discussed at length the precept necessary to effect village repairs and renewals. It was noted that self-help groups had raised funds in the past, allowing the precept to be kept low. These groups no longer existed, but the precept had not increased to compensate leaving the parish under-funded. Other comparable parishes had significantly higher precepts, allowing them to provide modern, well-maintained facilities. Given that the Government may introduce capping of parish precepts Peter Baker recommended that councillors consider a substantial increase this year to allow for adequate future maintenance of village assets. A 50% increase would add only £10 p.a. to an average Band D tax bill. The Parish Plan had given a mandate to provide new facilities, and the report in the Marlpit about likely increases in the precept had provoked no responses.

An increase of 100% to £27,000 was thought essential, **proposed Mark Rischmiller, seconded Robert Watson, unanimous.**

It was **unanimously agreed** that Peter Baker will liaise with the chairman and clerk to prepare a rolling three-year plan to prioritise, schedule, and budget for necessary village maintenance and projects.

A letter had been received from the Coltishall Commons Management Trust requesting 35% of the cost to clean the dykes at Upper Common. Quotation received £2686.00, therefore 35% is £940. Proposed Keith Childerhouse, seconded Peter Baker, unanimous.

John Harding had purchased books for the school as previously agreed to a value of £20. He will provide an invoice.

Peter Baker requested that the Parish Council fund the hire of the lounge at a cost of £15 for a meeting of the committee for the 100th Anniversary of the Aylsham to Coltishall Navigation closure. An event is planned to include taking a cargo from Aylsham, open trails and nature walks. Proposed Peter Baker, seconded John Harding, unanimous.

10. Report to date

Payments since last meeting

Norfolk Parish Training Partnership	35.00
Zurich Insurance	1303.01
Zurich Engineering – Play equipment	293.75
Broadland DC _ Dog bin emptying	168.03
Wicksteed – first payment	22271.23
Wicksteed – VAT element	3897.47

Receipts since last meeting

Broadland DC - precept	6750.00
Broadland DC – Section 106	23380.01
HM Revenue – VAT repayment	3993.51

Current account as at 1 st November 2010	8067.38
Deposit account as at 1 st November 2010	9810.65
Total at Bank	17878.03

Payments due this meeting

J B Elvy – Salary August/September	707.06
Parish expenses incl. CiLCA	99.92
CPRE	29.00
Chris Beardsmore – fencing at play area	920.00
Coltishall PCC – grass cutting	1000.00
PX2 – CETAG web-site	50.00

It was **agreed** that all payments should be made, proposed John Harding, seconded Robert Watson, unanimous.

11. To consider planning applications

There were no objections to :

1. Application 20101447, The Risings, Church Street. Replacement of front wall.
2. Application 20101382, 93 Rectory Road. Alterations and extensions, detached double garage to replace existing.
3. Application 10201402 Dairy Farm House, Wroxham Road. Single storey side extension.
4. BA/2010/0316/NEIGHB, 2 Church Close. Alterations to include first floor extension.

12. To discuss a request for trees on Wroxham Road.

Mr and Mrs Beardmore had met with John Harding and Doreen Snelling to discuss the planting of rowan trees along Wroxham Road either side of the junction with Kings Road. Mr Beardmore explained that HGVs cut into the verge, damaging it, and vehicles use their drive-way and adjoining grass verge to turn on, causing deep furrows in the grass and making the area muddy and unsightly. Mr Beardmore suggested that trees would deter this practice whilst making the area more attractive, especially as this is the main road along which visitors to Coltishall travel. He had paid for top-soil and seed to repair the area after last winter, but the current wet weather had undone his work. The Tree Warden vouched that rowan trees would have narrow trunks, would not hamper visibility, and would have low leaf-fall. He supported the proposal, and confirmed that there would be no cost to the parish council. The PCSO thought that there would be no impact on visibility. A survey of affected residents requested by John Harding had shown support from all those canvassed – it was noted that 100% support could not be obtained as one resident is in a care home, and one other not available. It was also agreed that trees on one side of the junction only would not be condoned by the council. Councillors expressed concern that visibility would be compromised, especially if vehicles were parked on driveways, and that grass-cutting costs might be increased. It was accepted that householders in the vicinity cut the grass verges themselves for aesthetic reasons. It was **resolved** that a meeting should be requested with Highways to ascertain their views before making a decision, and that other options should be explored. A meeting with Mr Beardmore, Parish Councillors, Broadland DC, Peter Croot, and any other interested parties should be arranged to resolve the matter.

13. Any other business

A non-financial risk assessment should be carried out to comply with Auditors' requirements. Mike Warren and Robert Watson will take this task.

The future of Speedwatch was in doubt following the Government's spending review. A decision will be known in a few weeks, but it is thought that it may continue under the auspices of the Road Safety Partnership.

It was confirmed that the remaining area of the air base is for sale.

Mark Rischmiller had attended the Initial Training for Councillors course, and found it to be informative and worth-while. He recommended it to councillors.

14. Public participation pursuant to Standing Order 58

Mr Beardmore thanked the council for their time, and hoped a resolution could be found.

Paul Savory reported that the owner of the Pharmacy would like a formal request from the council to provide a new seat, perhaps part-funded by the council. The matter will be placed on the agenda for next meeting.

All necessary information had been supplied to Land Registry concerning Hautbois Common, and a decision is awaited.

County Councillor James Carswell was congratulated on his appointment to the Cabinet as

member for Culture, Customer Services and Communications which he hoped would give him a stronger voice in the community. He reported that the launch of the Big Conversation would explain issues, cuts in grants, necessary efficiency savings, and give the public an opportunity to influence decisions made by those for whom they had voted. The intention is to protect front-line services as far as possible, and the County Council actively encourage public input on where cuts should be made, and which services must be retained. James Carswell would be very willing to meet parishioners to discuss issues of concern. He is lobbying the new cabinet member for Highways, Graham Plant to reconsider gritting of Hautbois Road, and requested that the parish council wrote to Mr Plant reinforcing the request. James Carswell is increasingly annoyed that the Rectory Road scheme may exacerbate problems at the junction with North Walsham Road, and believes some action should be taken to prevent accidents. He also believes that a concrete bus-stop could easily have been created for residents of Ling Way.

It is unlikely that Highways will take action to improve the problem of turning vehicles as detailed by Mr Beardmore, but James Carswell asked to be kept informed.

District Councillor Alan Mallett noted that Colin Bland, the Chief Executive of Broadland DC was recovering well from a minor heart attack. Broadland DC intended to hold its share of council tax (8% approx) without any significant cut in front-line services. There would be reorganisations in the future, but for the time being it was “business as usual”. He supported James Carswell’s views on gritting in Hautbois Road. A news-sheet created by the Communications Team invited articles from parishes. A letter concerning housing issues had been sent out, and was currently with John Harding. Alan Mallett thanked the council for the Parish Plan, which would be invaluable in planning the future village profile.

Peter Croot thanked councillors for the debate on proposed trees in Wroxham Road, and hoped a satisfactory solution could be found.

Peter Baker commented that a recent call to Norfolk County Council was excellently handled.

Meeting closed at 9.40 pm

Next meeting is on **Monday 10th January 2011** at 7.30pm in the Village Hall