

COLTISHALL PARISH COUNCIL

Minutes of the Meeting held at the Village Hall 7th November 2011

Present

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

1. Apologies

None.

2. Minutes of the Meeting 5th September 2011

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

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

None.

4. Declarations of interest in items on the agenda

Doreen Snelling, Michael Spinks and John Harding as Trustees of the Village Hall and Recreation Ground Charity re Item 10, Budget for 2012-13.

The chairman welcomed Mr Burroughs and Rev. Engelsen to the meeting. Standing Orders were suspended.

5. Presentation from Roger Burroughs, Broadland DC

Mr Burroughs provided information sheets to all councillors as an aid to his presentation.

The Government is proceeding with the introduction of the Community Infrastructure Levy, first introduced in 2008, and amended by the current Government, with cross-party support. Further amendments are likely, with the consultation period ending on 14th November 2011. It is a charge on all new housing, and on all new buildings over 100 square metres, and is not negotiable.

Affordable housing, public buildings, extensions and conversions are exempt. The CIL will not replace Section 106, but cover a wider spectrum of development. There are to be two charging bands for residential developments: Zone A is Norwich central, with a charge of between £135 and £160 per square metre; Zone B is Broadland and South Norfolk charged at £75 per square metre. The Localism Bill requires that "a meaningful proportion" of the levy will pass to the community, without setting out the actual proportion. Broadland District Council considers that 5%, after deduction of administration and collection costs, would be reasonable. The levy must be used for infrastructure, and it is accepted that monies collected from CIL in Norfolk, estimated to be £48million over 15 years, will produce a shortfall for infrastructure of some £100million, to be found from economies, government grants and borrowing.

Mr Burroughs answered questions from councillors, and advised that further information can be found on the Broadland DC website. Robert Watson thanked him for attending the meeting, and for his informative presentation. Mr Burroughs left the meeting.

6. Reverend Chris Engelsen, presentation on the Good Neighbour Scheme

Leaflets were distributed giving an overview of the scheme. It was initiated by the Rural Community Council to provide structured, volunteer-led help for those in the community who need day-to-day help with, for example, shopping, errands, transport to appointments. Reverend Engelsen was keen to establish whether such needs exist, and whether volunteers would be

forthcoming to set up and run a scheme. A secretary and book-keeper would be needed to coordinate and manage the scheme, for which a set-up grant of £500 would be available from the Norfolk RCC. Volunteers would operate on a rota system with a central contact number. It was noted that CRB checks would be needed on all volunteers. A meeting will be held on 5th December for all interested parishioners, and Reverend Engelsen would welcome support from councillors. Some councillors expressed an interest in the scheme, and Robert Watson thanked Reverend Engelsen for attending the meeting, after which Reverend Engelsen left.
Standing Orders resumed

7. Police report August - September 2011

There was one case of assault and one of criminal damage. Those with heating oil tanks should be vigilant and take precautionary measures to protect them against theft. Although there are concerns about anti-social behaviour it was noted that the report covers fourteen areas, with no reported problems in Coltishall. The Safer Neighbourhood meeting on 24th October 2011 highlighted that there are currently only three Police staff allocated to the Aylsham team; in January there will be five and a car, which will allow them a more frequent presence in communities than at present.

Speedwatch

No Speedwatch sessions were carried out in October due to adverse weather and a lack of volunteers. The next session will be later in November.

8. Correspondence received

1. A resident of Rectory Road was concerned that cars parked near the Church Street junction were obstructing his driveway. The owners of the cars had not responded to his requests that they park more considerately. The clerk had advised him that the matter was outside the jurisdiction of the Parish Council, but that it would be brought to the attention of Highways and the Police, as there had been many complaints from local residents. John Harding will contact Highways about the possibility of double yellow lines from the corner to the bus stop, and Mike Warren will contact the PCSO as they may be able to help.
2. A resident of Kings Road had asked for clarification about the ownership of the grass verge on the Kings Road side of the footpath between the gardens and the allotments. There are two dead elm trees in the hedgerow which should be removed. Anecdotal evidence suggests that the trees are within the curtilage of the houses, but as no records are available from either the householder or Broadland DC, it was **agreed** that the clerk contact Land Registry.
3. Norfolk RCC is holding a meeting on 23rd November at the Dereham office, "Saving Fuel Costs in Rural Norfolk".
4. The Bure Navigation Conservation Trust had supplied minutes of its meeting on 19th October 2011. A Constitution had been set up, plans were progressing for the Centenary event, and grants were being sourced.
5. Norfolk Association of Local Councils was seeking Consumer Champions within communities to assist local people with information on consumer rights.
6. Coltishall PCC had requested a donation towards grass cutting costs in the churchyards. The Clerk to advise that all donation requests are to be considered at the January meeting.
7. Citizens' Advice Bureau requested a donation. The Clerk had advised that donations will be considered at the January meeting.
8. Broadland DC had advised that polling districts will be unchanged following their review.
9. The Boundary Commission had published its proposals for new Parliamentary constituencies; The Eastern Region's constituencies will reduce from 58 to 56, with changes within constituencies to produce similar numbers of electors in each constituency. Consultation will end on 5th December 2011. Details can be found on www.independent.gov.uk/boundarycommissionforengland, including dates and locations of public hearings. The proposals are also available to view at council offices and libraries.
10. Broadland DC is considering charging for the disposal of a wider range of waste, to

encourage recycling and reduction of landfill waste.

11. The Broads Forum had met on 6th October 2011. Direct elections will be piloted in two National Parks, and may be introduced in the Broads Authority after 2017. Norwich Yacht Station may close to make a saving of circa £20,000 in 2012/2013. The Broads authority retained its European Charter for Sustainable Tourism in Protected Areas.
12. The Minerals and Waste Local Development Framework was adopted by Norfolk County Council on 26th September 2011.
13. A Voluntary and Faith Group Workshop is to be held at the British Red Cross, Coronation Road, Norwich on 15th November 2011.

N.B. Following a request from Vitalise for a donation, the clerk had established that this organisation has not provided any assistance to residents of Coltishall, Hautbois, or Horstead.

9. Keith Childerhouse was appointed as Compliance Officer, proposed John Harding, seconded Dave Smith, unanimous.

10. Budget for 2012-13

The budget proposal for 2012-13 was approved, proposed Mark Rischmiller, seconded Sue Brodie, unanimous.

11. Finance report to date

Payments since last meeting

Broadland DC – Village Hall bin emptying	21.84
Zurich Insurance including playground inspection	1204.03

Allotments account – Zurich Insurance 249.10

Receipts since last meeting

Broadland DC precept half-year	13,500.00
Colt Jags football club- planning app.	85.00
Rural Payments Agency	239.20

Current account as at 7th November 2011 23969.63

Deposit account as at 7th November 2011 4813.97

Total at Bank 28783.60

Payments due this meeting

J B Elvy – Salary October - November	909.82
Expenses September - October	46.90
Total payments due	956.72

It was **agreed** that all payments should be made, proposed Keith Childerhouse, seconded John Harding, unanimous. Robert Watson requested that a poppy wreath should be laid at the War Memorial on behalf of the parish for Remembrance Day. All agreed. John Harding to purchase the wreath from the British Legion as usual, and be reimbursed by the council.

12. To consider planning applications

Planning application 20111443, 7 Anchor Street, conversion of double garage into annexe, no objection.

Standing Orders were suspended to discuss a letter received on behalf of Mr Colin Smith, The Old Railway Station, Coltishall, which was outside the Development Area. The property was not

included in the Local Development Framework, although the Parish Council had agreed that it should be an exceptions site. Norfolk CC Highways had no issues with access, and its inclusion in the LDF was supported by the district councillor and the county councillor. Councillors **agreed** that the property should be included in the LDF, and Alan Mallett will confirm to Broadland DC that the Parish Council has no objections to Mr Smith's planning application.

13.Highways works

The continuing road resurfacing has caused problems for motorists, although contractors have minimised disruption as far as possible. A parishioner reported some unpleasantness from one workman that is under investigation by Paul Gallop from Norfolk CC, but all other reports are positive, praising the contractors for their courtesy and consideration. Signage is misleading, suggesting that Coltishall is completely closed, and consequently businesses have lost trade. Many of the contractors have no local knowledge and are therefore unable to advise motorists of suitable routes. The service road at the War Memorial has been repaired; the clerk had thanked Brown and Co for their co-operation. The grit bins have been filled, and councillors thanked Nigel Haines for storing equipment. Blocked drains in High Street and Wroxham Road were reported to Highways.

Footpaths

The Aylsham Navigation footpath to Mayton is unkempt on the Coltishall side, although the Horstead side has been cleared. A leaf-sweep is scheduled for 5th December. Although the paths need sweeping now, it is unlikely that an earlier date will be forthcoming due to budgetary constraints. The roadworks signs are not illuminated at night, resulting in a possible trip hazard. Following the Parish Plan, an Open Meeting will be arranged with Highways to discuss improvements to road markings and pedestrian safety. The public will be invited to attend, as will the Police.

14.Zurich Report

Following the playground safety report, all recommendations have been addressed :-

Rust on the slide brackets has been sanded, treated, and repainted.

The climbing-net has been inspected and found to be in order. Some slight fraying of the ropes does not compromise the strength of the inner core.

The swing has been removed, spot-welded, and refitted.

Two zig-zag apparatus supplied by Wicksteed have worked slightly loose in the ground. Although the guarantee period has expired, Wicksteed have agreed to inspect and repair in about 4 weeks' time, and will send a report to Mike Warren.

Councillors thanked Mark Rischmiller for his work, and also Terry Elvy for his help.

15.CETAG

TAG Engineering's withdrawal from its purchase of the site was a disappointment. A meeting is to be held on 27th November 2011 when it is hoped an alternative bidder will have been found.

HMB Bure

A liaison meeting was held on 27th October 2011, when the governor Sue Doolan gave a full report. Numbers remain level at approximately 516. Official audits and inspections have produced outstanding results. A short presentation detailed how various organisations prepare prisoners for a satisfactory transition into the community. It is now unlikely that the proposed additional block will be constructed in the near future. Gritting routes for both the prison and surrounding parishes continue to cause concern. All parish representatives report that initial concerns from the parishes about the prison have dissipated, and the prison is now seen as a major boost to the local economy. There are still issues with the provision of services to Badgersfield following their transfer from the Ministry of Defence. Future meetings will be held bi-annually.

Anaerobic Digester

Keith Childerhouse had attended a presentation on an aerobic digester planned at Scottow on land

owned by Simon Shaw. Although this is not within the parish and unlikely to affect it, developers are keen to consult neighbouring parishes to gauge opinion. This is similar to the scheme proposed by Aylsham Farmers on part of the airfield.

16. Tree matters

Peter Croot had requested permission to plant a tree to commemorate the Queen's Jubilee in 2012. Michael Spinks thought that an oak or beech tree would be most appropriate. The suggestion was **approved in principle**, Peter Croot to consult with Michael Spinks about a suitable tree and location.

A sycamore near the school boundary was inspected by Mark Symonds of Broadland DC. He recommended that it be crown-lifted, removing the lowest four branches on the school side, and that ivy on adjacent trees be section-cut. Work to be done as soon as possible.

The oak tree overhanging the school grounds is not on parish land. Norfolk County Council has been advised by Peter Croot that it needs attention.

A tree survey must be arranged for the New Year, Keith Childerhouse as Compliance Officer is to liaise with the clerk to arrange it, and to arrange for immediate work to the sycamore as above.

17. Allotment Report

There are 76 plots taken, plots 78-85 are the apple orchard, and no spare plots. There is a waiting list of 6, but only one from Coltishall, to whom priority will be given. All plots have been paid for, and accounts balanced. The Allotments account stands at £674.91 before payment of insurance.

The tree by the Kings Road gate will be trimmed during the next two weeks. Some thefts have again occurred this year, and allotment-holders are encouraged to report them to the Police. Dog fouling continues to be a nuisance and hazard despite pleas from Mrs Thrussell. It appears that the National Society of Allotment and Leisure Gardeners will not allow the Allotments Committee access to their website, as it is the parish council which has membership. If the Allotments Association wishes to use the website it must pay £2 per allotment-holder.

Any other business

John Harding reported that the recent quiz night raised £340 for the Village Hall and Recreation Ground Charity. Norfolk FA had been consulted on the upgrading of the changing rooms, and he hoped to source grants for the purchase of a projector and overhead screen for the hall. John Harding was also considering the installation of WiFi; connection costs are still to be established. Michael Spinks asked if a Speedwatch could be scheduled for the Hautbois Road. One will be carried out on 28th November, but as it cannot be conducted in the dark, Ann Watson will be asked to alter the time to between 7am and 9am.

Robert Watson asked if any councillor would take up training offered by Norfolk Association of Local Councils. Sue Brodie will attend an Initial training for Councillors course at Worstead on 24th November 2011. The clerk to arrange. A payment of £40 will be required.

Coltishall Commons Management Trust had supplied information about a change from the ESA grant received from Natural England to the Stewardship grant. A survey of Upper Common must be done, and a report compiled in order to continue receiving a grant. Pinrush must also be tackled to comply with Natural England's requirements. The Commons Trust had obtained quotations, and recommended Norfolk Wildlife Services for the survey, and the RSPB for the pinrush, at a combined cost of circa £1440 + VAT. Having satisfied Natural England, a large part of the costs will be reimbursed by them. The Parish Council's share of the costs will be about £480.00, with some £460.00 to be reimbursed. Work is expected to begin in early spring.

15. Public participation pursuant to Standing Order 58

Alan Mallett reported that Colin Bland had now retired as chief executive of Broadland DC, and Phil Kirby had taken over the post. John Duval will retire as head of finance in the spring, and there had been some other new appointments. Council tax will not increase, but there will be a

financial drawdown to balance budgets and reduce spending.

Mr Mallett was concerned that the Rising Sun had closed. Sally and Richard had moved to a new venture, and no new tenants have yet been appointed.

Meeting closed at 9.45 pm

Next meeting is on **Monday 9th January 2012** at 7.30pm in the Village Hall.