

# COLTISHALL PARISH COUNCIL

Minutes of the Meeting held at the Village Hall 3<sup>rd</sup> September 2012

## **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 County Councillor James Carswell, District Councillor Alan Mallett.

## **1. Apologies**

No apologies.

## **2. Minutes of the Parish Council 2<sup>nd</sup> July 2012**

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**

None.

## **5. Police report**

None presented, but a full report is printed in the Marlpit magazine.

**Speedwatch** From January to June 2012 nine letters were sent by the Police to motorists who exceeded speed limits. There were only two recorded incidents of speeding during July and August.

## **6. Correspondence received**

- 1. Standing orders were suspended.** Mrs Sparrow had been forced off her bicycle because traffic entering Rectory Road had to steer around a vehicle habitually parked near the junction. Although a hazard to both traffic and pedestrians, it is not illegally parked so the Police will take no action. A request to Highways for double yellow lines would be considered but will take up to five years to process. The car owner concerned has previously been asked to park more considerately, without success. There is concern that, although legally parked, the vehicle will cause an accident. It was **agreed** that a letter be sent to this parishioner, and that Highways be asked to install yellow lines as a separate item to other highways improvement requests.

### **Standing orders resumed.**

- 2.** Peter Croot was concerned that a sign had been installed by the Girl Guides Association at the path from Station Road to Seven Acres stating that it is a permissive path only, not a public right of way. The path has been in regular use for many years and should be a right of way. The sign may be a response to the Girl Guides' duty of care for visiting children. Norfolk County Council advised that the path is not shown as such on their map. The clerk is to contact Norfolk County Council for further guidance.
- 3.** Broadland DC advised that recycling payments will in future be subject to a 10% service fee, and a deduction for contractors' fees. The payment rate is £50.54 per tonne. Mark Rischmiller has removed bags of rubbish on several occasions that were deposited around the recycling bins. If a charge is to be made councillors will expect a better service.
- 4.** Greater Norwich Development Partnership's deadline for comment on the Development Plan document following the High Court judgement on the Joint Core Strategy has been extended to 15<sup>th</sup> October 2012.

5. Norfolk County Council invited representations on the revised version of the Local List for validation of County Council planning applications. The consultation runs from 24<sup>th</sup> August 2012 to 19<sup>th</sup> October 2012. It was noted that the Government intends to further relax the planning laws, which may impact upon this document.

## 7. Finance report to date

Robert Watson reported that the proposed budget for 2013-14 would keep the precept as is. Income would be constant, basic items of expenditure would be increased by 3%, and provision made for increased donations to both Citizens' Advice Bureau and North Walsham Area Community Transport, both of which provide a valuable service to parishioners. The War Memorial re-lettering had been costed at £1000, and £3500 would be needed to complete the fencing of the play area. Notice boards need to be replaced so £2000 had been allocated for this. There would therefore be a surplus of £2,300 in addition to the New Homes Bonus of £2840 received in July. He proposed that £5000 should be set aside towards a MUGA suitable for disabled and older children. Grants would have to be sourced for the necessary additional funds. Councillors will receive the proposal by email for discussion and adoption at the November meeting.

Items identified in Appendix A have been largely completed, with only some minor work outstanding. These can be covered from allowances in the current budget. It was noted that the village sign is in need of renovation. A horizontal beam on the swings is worn and must be replaced. Mark Rischmiller had contacted three companies, only one of which would include fitting in their quotation. Mark Rischmiller **proposed** that this company, NGF of Gressenhall, should be engaged, as a guarantee of compliance with safety legislation will be given. The cost is £465.00 + VAT, seconded Mike Warren, unanimous.

Mazars had completed the annual audit of accounts; the fee charged is as last year. They have been appointed for a five-year term ending in 2017.

Payments since last meeting	
Yarco Fencing – playground	1427.00

Receipts since last meeting	
New Homes Bonus	2840.00
Recycling Oct 2011 – March 2012	831.60

Current account as at 3 <sup>rd</sup> September 2012	21166.48
Deposit account as at 3 <sup>rd</sup> September 2012	4815.77
<b>Total at Bank</b>	<b>25982.25</b>

Payments due this meeting	
C Beardsmore – Village Hall ramp	3823.00
Hall Hire 2011-13	130.00
Mazars – annual audit	342.00
Richard Church – tree work	1800.00
JB Elvy – heat, light, storage, depreciation	385.00
– salary August – September	909.82
– expenses July – August	103.88
<b>Total payments due</b>	<b>7493.70</b>

Allotments hall hire	30.00
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It was **agreed** that all payments should be made, proposed Robert Watson, seconded Mark Rischmiller, unanimous.

## **8. To consider planning applications**

There were no objections to Application 20120904. 11 Chapel Lane, one and two storey extensions. An objection was raised to the siting of a wind monitoring mast at Coltishall Airfield. An application for a pitched roof to replace a flat roof at 21 Kings Road is in circulation.

A consultation presentation is to be held at the Church Rooms on 9<sup>th</sup> October between 2.30pm and 7.30pm about the proposed development at Rectory Road. Plans will be on show, the consultant will be available, and comments will be invited. Local residents will receive a letter, and posters will advertise the event.

## **9. War Memorial**

Keith Childerhouse had been in correspondence with the War Memorials Trust for some months, and believed they were considering an application he had made to them for funding to re-paint the lettering. They have now advised that this was treated as an expression of interest and a fresh application must be made. Abbey Memorials advised that re-painting should be done as soon as possible after cleaning. It was **agreed** that the council should not wait for the outcome of a new application, but commission Abbey Memorials to re-paint the lettering without delay. The cost is circa £1000; an allocation has been made in the budget for this work.

## **10. Coltishall Airfield Liaison Group**

Three meetings have been held to date, including a walking tour of the site. The last meeting was on 24<sup>th</sup> August 2012, attended by Mike Warren and Keith Childerhouse for the Council, and a wide spectrum of interested parties including Norfolk County Council, North Norfolk DC, Broadland DC, parish council and community groups. Copies of the minutes were distributed to all present. Various uses were suggested including a solar farm, sports facilities, medical centre, but no firm approaches have been made by businesses. Two maps indicated NCC's plans for dispersal of traffic, but if the runway is removed most HGVs will travel through Coltishall. As no firm proposals for utilising the site have been made by NCC, and no viable alternative proposals have been forthcoming, councillors are unable to make an informed judgement on the planned purchase of the site. NCC's Business Support Manager Sarah Rhoden is keen to hold a public meeting for Coltishall residents. **Standing Orders were suspended.** Mr Rushbrook had tried to gather business interests when the site was originally on the market. He advised that the airfield cannot be decommissioned without MoD approval within 15 years of 2006. James Carswell accepted that judgement could not be made due to the lack of information. His main concern is that Coltishall is the main route to the airfield and will suffer the ill-effects of heavy traffic despite the economic benefits to surrounding villages. He recommended that the Cabinet members of NCC should be invited to a public meeting and obliged to listen to affected communities' concerns. It was **agreed** that a public meeting would be deferred until more information is available. **Standing Orders resumed.**

## **11. Site Allocations Document**

The Rectory Road site is the only one for which development proposals currently exist; St John's Close and the Jordan's site are included in the Allocations document. Rectory Road is not at present within the settlement boundary. The public event on 9<sup>th</sup> October will include plans of the proposed development.

## **12. Cricket field steps**

It is thought that the steps were placed by the previous tenant of the Railway Tavern as an unofficial access to the recreation ground. As they appear to be unsafe the owners of the public house will be contacted to request their immediate removal.

### **13. Parking in the village centre**

#### **Standing Orders were suspended**

A letter was written to local businesses suggesting they form a committee and appoint a representative. This has been delayed due to holidays. A second letter was sent to the Commons Trust asking that they consider formalising the current permissive parking at Upper Common. The Commons Trust sympathised with the parking problems, and had repeatedly asked residents of Tavern Court to use their own allocated parking spaces instead of the Common in an effort to alleviate matters. The Trust is concerned that the current arrangement may not be strictly legal, and would be wary of raising the profile of the situation in case it were obliged by a higher authority to remove the parking facility. It has no wish that this should occur. Any deregistration of Common land must be approved by the Secretary of State, and would require legal advice and representation. Robert Watson believed that the Parish Council has no mandate to pay for legal advice, and suggested that the businesses should meet directly with the Commons Trust to ascertain potential legal issues and discuss a way forward. It would be possible to exchange Parish land for part of the Upper Common if any were available, but he pointed out that there must be no net loss of Common land regardless of ownership. Alan Mallett advised that Broadland DC takes enforcement seriously but judiciously; it would do nothing to exacerbate an existing problem, but would have to act upon legal decisions made. He advised caution, believing that the Trust's concerns are well-founded. The best solution would be to purchase the land currently occupied by the Salvation Army Hall, and exchange it for the area used at present for car parking. Following discussions, it was **agreed** that a letter should be sent to the Commons Trust emphasising the frustration felt at the meeting that no progress appears to have been made on this issue, and asking that several questions raised be answered. Changes to the High Street parking regulations may be the best option.

#### **Standing Orders resumed**

### **14. Tree works**

Following recommendations in the tree survey, Mr Church has completed all work on parish trees. An invoice had been received for payment at this meeting.

### **15. Highways report**

Some five complaints were all dealt with promptly. Allotment hedges have been cut, with a further cut scheduled for November, and the path to St James has been cleared. Litter remains a problem especially on the Commons and playing fields despite the parish volunteers who regularly collect it. The Tour of Britain cycle race travels through the village on Sunday 9<sup>th</sup> September, and an amateur race will visit the previous day.

Sanders bus drivers had complained about poor visibility at the junction of Westbourne Road and Rectory Road. A mirror would be of benefit, and could be sited in the hedge opposite the junction, subject to agreement from the landowner. Councillors had no objection provided that Sanders paid for, installed and maintained the mirror.

### **16. Training Policy**

The current policy will be amended to require that all new councillors undertake initial training. A video is available from Norfolk Association of Parish Councils.

### **17. Any other business**

The organisers of the village fete were thanked for their efforts and the success of the day. Mr Charlie Smith had sadly passed away, and some gesture in recognition of his long-standing contributions to the village should be made. Robert Watson will make enquiries.

### **16. Public participation pursuant to Standing Order 58; reports from District and County Councillors**

Mr Savory was concerned that the contractors do not clear rubbish from Hautbois Common before

cutting the grass. It is unfortunately not within their remit to do so.

Mr Mallett reminded councillors that the Annual Meeting of Town and Parish Councils is to be held on 17<sup>th</sup> October at Broadland DC's offices.

James Carswell advised that Eric Pickles MP had called in the incinerator plans and would make a decision in due course. The purchase of the airfield and NCC's proposed removal of the runway will result in a significant increase in traffic through Coltishall. The Parish Council should take this opportunity to flag up all Highways concerns – roundabout at Rectory Road/North Walsham Road, Westbourne Road/Rectory Road junction, double yellow lines at Rectory Road/Church Street junction, changes to waiting times in High Street – and use them to pressure NCC for improvements in the village.

Meeting closed at 10.00 pm

Next meeting is the Annual Parish Meeting on **Monday 5<sup>th</sup> November 2012** at 7.30pm in the Village Hall.