

# COLTISHALL PARISH COUNCIL

## Minutes of the Parish Council Meeting held at the Village Hall 3<sup>rd</sup> November 2014

### Present

Chairman Robert Watson, Vice-Chairman Mike Warren, John Harding, Penny Loiez, Michael Spinks, Doreen Snelling, Keith Childerhouse, Mark Rischmiller, Mike Kirkham, District Councillor Alan Mallett, PC Greig Shepherd and four parishioners.

Robert Watson pointed out all emergency exits and assembly point in case of fire.

### 1. Apologies

Sue Furness again tendered apologies. As her apology was not accepted at last meeting councillors voted not to accept her apologies for this meeting. Robert Watson to write requesting her future intentions.

### 2. Declarations of interest in items on the agenda

Doreen Snelling and Michael Spinks declared an interest in The Village Hall and Recreation Ground Charity.

### 3. Minutes of the Parish Council Meeting 1<sup>st</sup> September 2014

Accepted as a true record and signed by Robert Watson as Chairman.

### 4. Matters arising from the minutes, not on the agenda

None.

### 5. LaRonde Wright

Tom Wright had advised the clerk that he would arrange a public exhibition, probably in Buxton, for surrounding villages instead of attending this meeting.

As Harriet Getley, landlady of the Red Lion, wished to speak to the meeting, **Item 10 Planning** was brought forward.

### 10. Red Lion Licence Application

Standing orders were suspended. Mrs Getley had applied for a variation of the licence to allow extended times for alcohol sales and to include indoor and outdoor music. Mrs Getley is currently applying for temporary event licences for each event; the revised licence would remove the need for this. It is not Mrs Getley's intention to have late night alcohol sales and music every night, although the revised licence would allow this. Councillors were concerned about possible disturbance to the surrounding residents. It was accepted that the licence could be revoked if necessary, and PC Greig Shepherd confirmed that none of the pubs in the village causes any problems. Councillors therefore **agreed** that they would not object to the variation. Standing orders resumed.

Application BA/2014/0044/TCA . 4 White Lion Road. 1 tree to be felled. Objection, subsequently a Tree Preservation Order was placed on the tree.

Application 20141351. Railway Tavern, Station Road. 2 two-storey side extensions. No objection but concerns about visibility for traffic.

Application 20141449. The River Rooms, Church Street. 3 illuminated signs. No objection subject to proportional sign size.

BA/2014/0336/HOUSEH. 8 Anchor Street, resubmission of B A/2013/0313/FUL to remove existing conservatory, provide first floor extension. Objection, views from balcony would overlook neighbouring property, concerns re protected tree.

BA/2014/0050/TCA. 6 White Lion Road. Tree works to sweet chestnut and English oak, in circulation.

Application 20141791. 49 Church Street, single storey extension to side of building, in circulation.

### 6. To receive reports from District and County Councillors

Alan Mallett reported that Broadland DC will endeavour to keep council tax as is for the forthcoming financial year.

## 7. Police report and Speedwatch

PC Greig Shepherd reported that there had been 34 incidents in Coltishall during the last two months, including eight crimes. He warned against “courier fraud” on bank cards collected fraudulently by people claiming to be from the bank. Concerns were raised about parking on zig-zag lines outside the school. PC Shepherd will bring cones and will contact vehicle owners. Parking on Rectory Road remains a hazard to vehicles, especially buses and emergency vehicles.

**Speedwatch** Only two of the four planned sessions took place, but they seem effective. Volunteers and police are too visible; many more incidents would be reported if they were less obvious. Beet lorries do not net their loads; loads must be safe, and any overloaded, un-netted lorry should be reported to police. PC Shepherd was thanked for his report.

## 8. Correspondence

1. Recycling changes from 1<sup>st</sup> October may adversely affect the Council’s recycling income. A seminar attended by the clerk and Robert Watson indicated that councils should source alternative income streams. If parishioners continued to support local glass banks it would still produce an income.
2. 20% of Norfolk’s residual waste after recycling is to be converted into electricity at Gt Blakenham in Suffolk.
3. Norfolk CC’s Parish Partnership scheme has allocated £200,000 to pay 50% of the cost of small-scale highways schemes including SAM machines, footways and paths, crossings and signs. A widening of the footpath along Lower Common would benefit wheelchair users.
4. Surface water drainage is being upgraded at Mayton recycling centre.
5. Norfolk CC’s budget and priorities for 2015-2018 report of 5<sup>th</sup> September is available on [www.norfolk.gov.uk/committees](http://www.norfolk.gov.uk/committees).
6. The Broads Authority is proposing to rebrand the area as the Broads National Park. It will not alter its present formal name or legal status. There was concern that this is the first step to acquiring formal National Park status which would shift the balance towards conservation and away from navigation, leisure and tourism. A response is required by 31<sup>st</sup> December.
7. The Broads Authority has updated its statement of Community Involvement for planning applications, and invited comment.
8. Broadland DC had replaced the green litter bins in High Street with more appropriate black bins. A letter of thanks will be sent.
9. Highways had inspected that ditch at Gt Hautbois and instructed BT to remove the soil blocking the water flow.
10. Highways advised that no money was available to clear the footpath from Ling Common to Hautbois.
11. Requests for donations had been received from the PCC for grass cutting and from Friends of the Church Clock for maintenance. Both would like an increase in the budgeted sums to defray increased costs.
12. The Marlpit had requested a donation for production costs. They print excerpts from the minutes, and are most helpful. Keith Childerhouse **proposed** £100, **seconded** Penny Loiez, **unanimous**.

## 9. Finance

- a. Financial report. Copies of the current budget to date and bank reconciliation had been sent to all councillors.

### Payments since last meeting

Zurich Insurance incl. play inspection	1094.46
J B Elvy salary	458.03

### Receipts since last meeting

Broadland DC precept	13500.00
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Bank accounts as at 3<sup>rd</sup> November 2014

Current account	22956.74
Deposit account	30670.01
<b>Total at bank</b>	<b>53626.75</b>
Outstanding cheque	11.50
<b>Total</b>	<b>53615.25</b>

Payments due this meeting

Robert Watson	55.76
Parish expenses	83.70
JB Elvy – salary	458.03
British Legion wreath	25.00
Greenbarnes – notice boards	2611.17
Paul Savory – colour printing	6.50
Peter Croot – Tree Warden expenses	48.75
CPRE – membership	36.00
Church Clock	230.00
PCC - Grass cutting + donation	1250.00
The Marlpit – donation	100.00
Norfolk Parish Training Partnership – risk Assessment	70.00
<b>Total</b>	<b>4974.91</b>

**Village sign** – It was **agreed** that the village sign should be renovated at a cost of £70 to the Council, this being 50% of the total. The WI has offered to pay the remainder.

A decision on the concrete pad for the bins was deferred.

Peter Croot had given a breakdown of annual expenses incurred.

Payments approved, **proposed** Keith Childerhouse, **seconded** Doreen Snelling, unanimous. The PCC will be asked for a copy of the tree work invoice and final accounts for this year in line with the Grants Awarding Procedure. Paul Savory was thanked for his help. The tree survey will be carried out shortly, costing £660.

Factors influencing the proposed budget for 2015-16 were considered. The Parish Plan review is due. Grants for community projects are dependent on community support and involvement. Mike Kirkham had done a great deal of research on equipment and available grants, and published an article in the Marlpit asking for volunteers to progress the MUGA project, but received no responses. Although the Parish Plan had shown a need for improved sport and play equipment, it is clear that any project must be funded by the Council. Mike Warren had produced a proposal to scale down Mike Kirkham's plans for a MUGA on the tennis courts, costing some £30,000 more than will be available in ring-fenced funds by the end of next year. This would provide equipment for all age groups and abilities, and benefit all sections of the community. He **proposed** that this sum be added to the precept demand for 2015-16, to enable work costing circa £45,000 to commence next summer and be completed before the year end. A copy of his proposal was given to every councillor. It was **agreed** that a referendum of Coltishall and Hautbois residents be carried out via the Marlpit before a decision is taken.

## 10. Planning – as above

### 11. RAF base

Keith Childerhouse reported that SolarCentury had withdrawn plans for a solar farm, and Tarmac had withdrawn plans to remove the runway. Vitromite has taken a hangar to work with recycled glass, and should in time employ up to 200. Other hangars and buildings are in use. Red Triangle is progressing an application for a solar farm on the grassed area covering an area of 250 acres. An exhibition was held in September showing plans, ecological report et al. Construction will take 16-24 weeks with some 17 HGV movements per day. Restrictions on traffic times will be requested, but the project is seen as generally beneficial. Mr and Mrs Bailey had disputed Red Triangle's claim that there will be minimal impact on near neighbours, as the proposed fencing will have a considerable visual impact on their property.

## **12. Notice-boards**

Mike Kirkham has taken delivery, and Jeremy Hall will install them as soon as the recycling bins are Re-sited. The board for Hautbois Common will be installed as soon as possible.

## **13. Bus shelter**

Sanders may withdraw the service to Rectory Road and Westbourne Road due to parked vehicles obstructing the road. Until the service is secure no decision will be made on a new shelter.

## **14. Any other business**

John Harding reported that the tree by the WarMemorial needs crown lifting. He will contact the British Legion. He asked if volunteers are covered by insurance. Any work undertaken by volunteers must be advised to Zurich in advance, and necessary qualifications and risk assessments checked.

Penny Loiez had completed the annual compliance check, noting that the Parish Plan review is due.

Keith Childerhouse had attended a meeting on HMP Bure. Only the designated route is to be gritted.

There are currently 620 inmates, 20-30 more than intended capacity, due to pressure on the prison service.

Some staff have been sent to cover other prisons; sickness rates have increased from 7% to 17%.

Inspection reports remain good.

Robert Watson and the clerk had attended a Risk Assessment course. A draft form will be drawn up identifying hazards and physical risks, and appropriate responses recorded. A working party may be needed for this task.

## **21. Public participation**

Mr Savory suggested that the notice board removed from Hautbois Common could be refurbished to replace that at the Post Office. Jeremy Hall will be instructed to retain and refurbish it.

Mrs Sparrow noted that the can bank had been full and rubbish had been left on the ground. Mark Rischmiller does checks of the area, notifies recycling companies, and disposes of rubbish.

**Meeting closed at 9.50pm. Next meeting is on Monday 6<sup>th</sup> January 2015 in the Village Hall Lounge at 7.30pm**