

COLTISHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall 5th January 2015

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, County Councillor Tom Garrod, PC Greig Shepherd and 6 parishioners.

Safety notices were read out.

1. Apologies

None.

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, Item 15.

3. Minutes of the Parish Council Meeting 2nd March 2015

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

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

None.

5. To receive reports from District and County Councillors

Alan Mallett confirmed that Broadland DC had voted to make no change to Council Tax during the next two to three years. Tom Garrod reported that the Green Party had pushed for a 3.5% increase in Council tax, but Councillors voted to keep current tax rates. Some £30m has been saved by new technology.

6. Police report and Speedwatch

There is to be no Speedwatch sessions until mid-March.

PC Shepherd reported that there had been 12 calls in February. Four required no attendance, there were 3 crimes : one common assault at the school, one domestic harassment, and the chip shop's window was smashed. There were no road traffic accidents. Parking in High Street slows traffic, but beet lorries ignore speed limits, park in the road to load up, and leave mud on the road. PC Shepherd will investigate, and will speak to farmers if he is notified of a problem. Tom Garrod had liaised with the beet factory to resolve similar issues in Woodbastwick. It was noted that a car had been parked at the Hautbois Road preventing HGVs from using that road. The Solar company had tried to ensure that HGVs use the North Walsham Road route. HGVs were using White Lion Road, directed by satnavs; the matter was reported to Highways with a request for an appropriate sign. The Traffic Management Programme Meeting on 15th May will consider all requests for Traffic Order Schemes, of which there are currently 77. All new schemes will go to public consultation, hence no schemes will be implemented for some nine months.

7. Correspondence

1. The WI will undertake a litter pick on 11th April 2015. Broadland DC has offered tabards and long-handled pickers.
2. Judy Howett from the WI has arranged for the village sign to be renovated, currently scheduled for May.
3. The Post Office is to be closed from 4th March until 12th March for refurbishment, when a wider range of services will be offered.
4. National Farmers' Union requested support for their campaign to ban Chinese Lanterns. Councillors **agreed** to support the ban.
5. Magpas had requested a donation. All donations have been made from this budget and no further donations will be made in this financial year.
6. Broadland DC requested parishes to endorse the National Farmers' Union call to ban Chinese

lanterns. Broadland DC has already banned their use from land in its ownership. Councillors voted unanimously to support the ban.

7. **Standing orders were suspended.** Following a report from a parishioner, it was established that Sanders' bus company had advised Norfolk County Council that it intended withdrawing the service on Rectory Road and Westbourne Road at the end of March. Councillors were unhappy that neither Sanders nor NCC had advised either the Council or users. Doreen Snelling was spear-heading the campaign against this change. A number of local residents had written to Sanders pointing out that many people, especially the elderly, will be unable to walk to another bus stop, crossing the High Street is extremely dangerous, and that the proposed stop outside the Pharmacy will cause further congestion in the High Street and reduce available parking. No single cogent reason has been given by Sanders, whether operational or financial. Reasons reported are overhanging trees, parked vehicles, and reduced numbers making the route financially unviable. A meeting has been arranged for 11th March between Mr Sanders, Simon Briggs from Highways, Tom Garrod, Alan Mallett, Doreen Snelling, and any other interested party, to examine the problems and discuss a solution. Highways can demand that trees are cut back and could arrange yellow lines to prevent dangerous parking.

Standing orders resumed.

8. Finance

Financial report. Copies of the current budget to date and bank reconciliation had been sent to all councillors, and were accepted.

Payments since last meeting	
Mike Kirkham – magnetic discs	9.98
Coltishall VH&RG Charity- hall hire	80.00
J B Elvy salary	481.70
Inland Revenue - PAYE	3.20
Dissigns – Hautbois Common signs	171.00
Receipts since last meeting	
VAT repayment	1666.37
Bank accounts as at 2nd March 2015	
Current account	6495.92
Deposit account	35674.61
Total at bank	42170.53
Outstanding cheque	91.50
Total	42079.03
Payments due this meeting	
Norfolk Playing Fields – membership	25.00
Ann Watson – Speedwatch expenses	14.50
R Watson – Expenses	60.51
J B Elvy – salary February	479.70
Inland revenue – PAYE	5.20
M Warren – SNAP expenses	11.70
J B Elvy – parish expenses Jan-Feb	245.13
Total	841.74

Payments approved, **proposed** Keith Childerhouse, **seconded** Doreen Snelling, unanimous.

Tree Survey. Invitations to quote were sent to four local tree surgeons. Two replied, but only one formal quotation was received, from Richard Church, for £2805. It was **agreed** to accept his quotation, all work to be done in accordance with the tree survey recommendations and with due regard to nesting birds.

9. Planning

There were no objections to :

Application 20150191. Erection of garden shed, Great Barn, Grange Farm Lane

Application 20150063. Single storey side and rear extensions, Brook Cottage, 3 Station Road

Application 20150050. Single storey rear extension and dormer window to rear, 6 The Street

Application 20150123. Dwelling and garage (revised proposal), The Old Railway Station, 31 Station Road

Application 20150071. Two storey front and side extension, single storey extension to front and rear, dormer windows to front, The Third House, 17 Westbourne Road.

In circulation : Application 20150193. Installation of first floor window to side, Meadow Cottage, White Lion Road.

Broadland DC had produced the main modifications to the Site Allocations Development Plan. It removes the condition that developers of both the Rectory Road site and Jordan's site must progress to planning permission stage within two years and commence building within a further three to five years.

10. Neighbourhood Plan

The financial benefit would be worth the work involved. Broadland DC has been very supportive, and it is hoped that a grant will be forthcoming to cover the expected cost of printing, consultation, expenses, and any professional costs. The project must be community-led, and it is envisaged that local legal and planning expertise will be recruited. The Plan is a legal document to be taken into consideration when any development is planned. Robert Watson had written to Horstead PC suggesting a joint plan, but the response was unenthusiastic. The matter is to be discussed at Horstead's next meeting. It was recognised that Coltishall has differing issues to Horstead, so a joint plan may not be appropriate.

11. Games area

Three additional companies were asked to quote : two did not respond, one withdrew as they could not complete the required work within our budget. Mike Warren had distributed copies of a quotation received from SportsCourts UK Ltd for two plans, one with rigid panels to make recessed goal areas and a netball area, and one without recessed goals. The cost with is circa £47k, without is £44k, both of which are over budget. He is therefore hopeful that an application to Broadland DC for a £5000 grant will be successful. A site visit by Veronica Savage from Broadland DC will be necessary, when she can be shown photos of a completed site at Mundesley on which Mike Warren's vision was based, albeit in a reduced form. It was **proposed** by Keith Childerhouse that topsoil removed from the area could be used to make a contoured, grassed spectator area, unless it could be sold to defray costs, **seconded** Mike Warren, **unanimous**. If the area were well-used by those for whom it is intended misuse and vandalism would be less likely. Work is expected to commence in April.

12. Lifebelt

The Risk Management document had highlighted a potential hazard at the Hautbois Common ponds. It was **agreed** that a lifebelt, post and housing should be purchased at an approximate cost of £150 -£200. The clerk to take advice from Broadland DC on suitable suppliers.

13. Defibrillator training

Councillors **agreed** that training from the parish First Responder Tracey Lister would be useful. She will be asked for suitable dates when a session could be run, open to the public. Doreen Snelling asked if a defibrillator at the Village Hall would be desirable. The clerk to enquire about costs.

14. PCSO funding

Robert Watson and Mike Warren met with representatives of the Police on 29th January to discuss parish funding of a dedicated PCSO for the village. Robert Watson had suggested to Horstead that the scheme could be jointly funded; they will discuss it at their next meeting. The parish(es) would fund 50%, Police 50% of £16782 p.a., with the PCSO working 37 hours a week. It is possible that Wroxham could share the cost instead of, or as well as, Horstead. A working group would convene to liaise with the PCSO, and access to an office would be desirable. Notes on the meeting will be sent to all Councillors.

15. Coltishall Village Hall and Recreation Ground Charity

A very positive meeting held on 11th February between Trustees, Robert Watson and Mike Warren, and Kevin Chapman from the football teams discussed the current state of the Charity. The changing rooms had been cleaned by volunteers and were now in a fit condition for use. Doreen Snelling recorded her thanks for their work. Finances are tight, and it is likely that the Charity will break even this year. Some upgrades are necessary in the Village Hall, changing rooms, football pitch and cricket pavilion. It is hoped that cleaning and repainting the changing rooms will encourage more respectful use of the facilities. A schedule of work will be drawn up by Trustees for discussion by the Parish Council. Kevin Fisher will take over book-keeping duties, Doreen Snelling will maintain the diary of both bookings and essential safety and maintenance checks. Michael Spinks will undertake weekly checks on facilities and report any necessary work to Doreen Snelling. Trustees and Parish Councillors will meet at least annually. A copy of the meeting notes will be sent to all Councillors.

16. RAF Coltishall

There had been no meeting since the last Parish Council meeting. The solar farm is progressing, and the company is trying to minimise the impact on villages. The Fire Service is to use part of the airfield for a 15/25 year term for training. Several buildings are available to let; Vitromite is now in production. A public meeting organised by Morgan Sindall demonstrated their vision for housing at the Officers' Mess. The intention is to leave the main body of the building, perhaps as a museum, and wrap some 76 new houses around it. Issues with access remain, but there are proposals to retain the heritage and landscape the area.

17. Risk Management

A Risk Management document had been circulated to all Councillors. It was **approved** by Councillors, proposed John Harding, seconded Penny Loiez.

18. Equal Opportunities Statement

This document had been circulated to all Councillors, and was **approved**, proposed Keith Childerhouse, seconded Mark Rischmiller.

19. Recycling Banks

Broadland DC will remove recycling banks during April unless Parish Councils make private arrangements with contractors. Although it is envisaged that there may be a reduced income in future, Councillors **agreed** that the risk of litter and glass being discarded at the site was too great, so the banks will be retained. The clerk will make the necessary arrangements.

20. Any other business

1. Keith Childerhouse will attend a HMP Bure liaison meeting on 3rd March.
2. John Harding is arranging with Highways for a sign to deter HGVs from using Hautbois Road.
3. A manhole by Kings Road reported by Mark Rischmiller was repaired the following day.
4. Penny Loiez offered to devise a Facebook page to bring Parish Council work to our younger parishioners.
5. It is expected that the village sign will be refurbished in May, as arranged by Judi Howett of the WI
6. A broken bollard at the Pharmacy had been reported to Highways.

21. Public participation

Mr Savory had requested that action be taken to control moles on Hautbois Common. As molehills will reappear, and traps are not acceptable on unregulated land, no action will be taken.

Mr Elvidge suggested that a defibrillator at the Post Office and at the Pharmacy would be useful.

Meeting closed at 9.30pm. Next meeting is the Annual Parish Meeting on Monday 13th April 2015 in the Village Hall Lounge at 7.30pm