

## COLTISHALL PARISH COUNCIL

### Minutes of the Parish Council Meeting held in the Lounge, Coltishall Village Hall on Monday 4 January 2016

Present Robert Watson, Mike Warren, Doreen Snelling, Keith Childerhouse, John Harding, Michael Spinks, Mark Rischmiller, Penny Loiez,

In Attendance Alan Mallett (District Councillor)  
Tom Garrod (County Councillor) – part meeting only  
PC Craig Shepherd

5 parishioners were also present

Safety notices were read out.

1. To Consider Apologies

Apologies were received from Mike Kirkham. Robert Watson advised the meeting regarding the Parish Clerk's absence following her recent operation. All present asked that good wishes be passed on to her.

2. To Accept Declarations of Interest in items on the agenda

The following declared an interest :-

Michael Spinks in Allotments and CAST  
Mark Rischmiller in Highways and CAST  
Penny Loiez in Highways  
Doreen Snelling in Allotments and CAST

3. To approve the minutes of the Parish Council Meeting held on 2 November 2015

The minutes were approved. Proposed by Keith Childerhouse and seconded by Mark Rischmiller.

4. Matters arising from the minutes

The issue regarding double yellow lines but this would be discussed under agenda item 7.

Keith Childerhouse spoke to Anglian Water regarding the number of tankers using Great Hautbois Road and he was advised to speak to the Plant Manager direct. The Plant Manager advised that the problem was being "sorted" and the tankers would continue until mid/late December. Michael Spinks confirmed that he had not seen any tankers for several days but a parishioner had seen tankers on 1 January. Keith Childerhouse will contact the Plant Manager and get confirmation.

5. To receive reports from District and County Councillors

District Councillor advised that Broadland District Council did not envisage increasing the council tax for the next financial year. It has been suggested that there be a greater degree of joint working between Norfolk and Suffolk and possibly also Cambridgeshire. District Councillor stated that Norfolk was not keen to join with Cambridgeshire. He stressed that this not unitary by the back door and foresaw no structural changes in the foreseeable future. District Councillor said that Broadland District Council wished all parishioners a happy new year.

The County Councillor was delayed due to traffic problems and his report was given under agenda item 15.

6. Police Report and Speedwatch

PC Shepherd gave a report of the crime figures. 1 blackmail (online offence), 1 theft from motor vehicle (building equipment), 1 sexual offence (historic), 2 non crime domestic abuse incidents, 4 reports submitted to Social Services relating to the welfare of children, 1 anti social behaviour incident, 2 other criminal damage to a building other than dwelling (1 to Village Hall), 3 other criminal damage (1 to Village Hall/1 to Cricket Pavilion), 2 theft from shops.

It must be noted that the report related to a period from 8 September 2015 to 4 January 2016 and the majority of these incidents were reported at the last council meeting in November.

Mark Rischmiller confirmed he checked the communal areas on a weekly basis and had repaired broken windows and carried out a litter pick. PC Shepherd confirmed that the police had visited these areas on a number of occasions and felt that the number of crimes committed had decreased.

The illegal parking of cars on pavements was identified and PC Shepherd undertook to visit the "offenders" to ask for their co-operation.

There were no speedwatch sessions carried out in December because of a new computer system being installed at the control centre. John Harding asked PC Shepherd to investigate the possibility of upgrading the surveillance equipment.

7. Highways

i) *Double Yellow Lines on Rectory Road*

Doreen Snelling has been advised by Broadland District that there was no funding available for additional double yellow lines, which means that the junction at Westbourne Road and Rectory Road (adjacent to football field entrance) would not be yellow lined. This will, of course, impact upon the re-introduction of the bus service. Councillors pointed out that this junction formed part of the original programme and was omitted from the planned works due to an error by BDC and they expressed their dissatisfaction with the outcome. A number of parents are parking on the yellow lines in St John's Close and the Headmaster has written to parents regarding this problem.

ii) *Bus Service*

The programme of tree management will continue.

iii) *Highways*

Some drain covers and pot holes, identified previously and reported to Highways, had been repaired. Further issues had been identified and will be reported to Highways. The "No HGV" signs in White Lion Road had been installed. It was reported that the sweeping of leaves on the pavement going down to the Post Office was carried out before the majority of the leaves had fallen and the next sweeping is not scheduled until March.

Standing Orders were suspended

Tom Garrod was welcomed to the meeting

Standing Orders were re-instated

8. To consider correspondence received

Julie Douglass (GNS Co-ordinator) asked for assistance in providing a cabinet for a defibrillator. John Harding advised that all the funding had been received and it was hoped to place the cabinet and defibrillator on the wall of the Post Office. He will liaise with Julie Douglass regarding the current position.

9. Finance

All councillors had received the necessary paperwork and the figures were up-to-date. Payments in accordance with the budget were proposed by Mark Rischmiller, seconded by Keith Childerhouse and accepted by full parish council. A casting error on the balance sheet was pointed by the District Councillor and the Chairman said he would amend and resend the document.

10. Games Area construction

Mike Warren advised that netting (2 metres higher than the MUGA fencing) had been installed.

Standing Orders were suspending

Mr Yaxley confirmed that the netting looked good but 7 balls had still gone into his neighbour's garden. He suggested that 2 branches were likely to damage the netting and suggested these were cut back.

Standing Orders were re-instated.

11. To consider funding of a PCSO

A letter had been received from Frettenham Parish Council stating they may be interested in sharing the funding a PCSO. A positive response had also been received from Buxton and an information pack will be forwarded to them. Robert Watson suggested that when plans are more concrete a meeting of the interested parties, including a Police representative, should take place.

12. Renovation of Village Sign

The sign had been removed and reinstatement is likely in the near future.

13. Planning

Application No. 20151739 (two storey side extension and relocation of boundary fence, 11 College Close) – objections to boundary fence

Application No. 20151739 (two storey side extension and relocation of boundary fence (revised), 11 College Close) – no objections

BA/2015/0396/NONMAT (alterations to window and glazed screen material and replace existing wall between two chalets. Non amendment to material to PP BA/2015/0198/FUL – Norfolk Mead Hotel, Church Loke in circulation

14. Allotments Association

The council had been advised that a Mr & Mrs Ambrose had offered to be joint chair of the association. There was an allotments meeting scheduled for 18 January. Robert Watson advised he would attend the meeting if possible.

15. Any Other Business

Tom Garrod, County Councillor, stated that two bi-elections had taken place and his party had gained a seat.

A meeting of the Scottow Enterprise Business Park committee was likely to be held in March.

Mike Warren circulated an estimate of repairs following the vandalism to the communal areas and suggested that the precept was not reduced and the money used to upgrade the buildings. This was deferred until the next meeting as it was likely that these repairs would be covered by the insurance.

Standing Orders suspended

District Councillor pointed out that the 2016/17 budget will have to be presented to Broadland District Council in late January/early February.

Standing Orders re-instated

16. Public Participation Pursuant to Standing Order 58

Parishioner advised that the 30 mile flashing sign coming into village from Wroxham was not working. John Harding will investigate.

Doreen Snelling will check on progress of refurbishment of notice boards for the Post Office.

The councillors decided that a meeting to discuss a complaint against a parish councillor should be heard in camera. The Chairman asked all parishioners to leave.

Minutes taken by Ann Watson in the absence of the Parish Clerk.

Meeting closed at 2130 hours. Next meeting is on Monday 7 March 2016 in the Village Hall Lounge at 1930 hours.