

# **COLTISHALL PARISH COUNCIL**

## **Minutes of the Annual Parish Council Meeting held at the Village Hall Lounge on Monday 16<sup>th</sup> May 2016**

### **Present**

Chairman Robert Watson, Penny Loiez, Michael Spinks, Doreen Snelling, Mark Rischmiller, Mike Kirkham, Keith Childerhouse, John Harding, County Councillor Tom Garrod, PC Greig Shepherd, PCSO Bill Kerr and colleague, and 3 parishioners.

### **Safety notices were read out.**

Robert Watson, Mike Warren, John Harding and Keith Childerhouse had advised that they will resign from the Parish Council at this meeting. They read out their letters of resignation, and hoped that the Council would attract new blood and continue the valuable work performed by the Council.

#### **1. To elect the Chairman of the Council**

Nominations for Chairman were invited. There being none, councillors were advised that unless a Chairman were forthcoming for this meeting it would be abandoned. Penny Loiez volunteered to chair this meeting.

#### **2. Apologies**

District Councillor Alan Mallett had tendered his apologies, which were accepted.

#### **3. To Co-opt new Councillors**

Amanda Taylor-Pope and June Lillingstone had applied to join the Council at the March meeting. They were **unanimously** voted in as new Councillors.

#### **4. Nominations**

As four councillors have resigned and two new councillors have taken their seats, it was **agreed** to defer appointing parish representatives until the July meeting. The clerk is likely to be absent from the next meeting due to illness, but Robert Watson had offered to stand in as clerk if necessary, and will also be prepared to continue as Parish Accounts Verifier. Councillors thanked Robert Watson, and **unanimously approved** his appointments as Accounts Verifier and temporary clerk.

#### **5. Declarations of interest in items on the agenda**

None

#### **6. Minutes of the Parish Council Meeting 7<sup>th</sup> March 2016**

Accepted as a true record and signed by Penny Loiez as Chairman of this meeting.

#### **7. Matters arising from the minutes, not on the agenda**

Correspondence : item b. Doreen Snelling advised that the school Governors had declined to purchase commemorative coins.

#### **8. Police and Speedwatch**

PCSO Bill Kerr was welcomed to the meeting. He presented the report for April 2015 – March 2016. Police had received 227 calls from Coltishall Parish during the year compared to 234 in the previous year. Of the 227 calls 66 were road traffic incidents. A total of 31 crimes were recorded, compared to 40 for the previous year, a 22.5% reduction. Priorities set by the Safer Neighbourhood Team were speeding, traffic management, anti-social behaviour and criminal damage. Anti-social behaviour in the Aylsham area and surrounding villages had reduced by 32%. The cricket pavilion and Village Hall had suffered a several incidents of criminal damage, despite regular patrols. Youths had been questioned and local residents asked to come forward with information. Checks will continue in the area to identify culprits. PCSO Kerr reported that Laura Munro-Oakley had left the constabulary,

Helen Emmerson had transferred to Taverham and Brian Levy had retired. These Officers will not be replaced. PC Greig Shepherd and PCSO Kerr now have responsibility for Aylsham SNT and the 14 surrounding parishes, and will endeavour to maintain the high level of service delivered thus far.

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

Tom Garrod extended his thanks to Robert Watson, Mike Warren, John Harding and Keith Childerhouse. He found them a pleasure to work with, supportive of the community, and noted that they had all contributed over many years to the well-being of parishioners and the village. He welcomed Amanda Taylor-Pope and June Lillingstone to the Council, and hoped they would enjoy working as Councillors for the benefit of the village. There were two items of note : the Conservatives had regained leadership of Norfolk County Council due to one defection from UKIP and the abstention of the Green party. Secondly, the devolution issue is still not resolved, as the Government's insistence on an elected mayor is a stumbling-block. The Government's view may alter. There are rumours that Cambridge may be allowed to devolve alone.

#### 10. Sanders Bus Service

As from September most of the buses will revert back to Westbourne/ Rectory roads. From the information received it is believed that the workers' buses will still come through the village to make sure there are no hold ups. On the present timetable the 55 from Coltishall arrives in Norwich and then changes to a different route, therefore it is not possible to alter until the set timetable change in September. As it takes 8 weeks for a change in timetable to go through this is the earliest time available. Doreen Snelling extended many thanks to all who have enabled this to happen, especially Wendy Sparrow and Glynis Loveridge. Also to Tom Garrod our county councillor and our clerk Barbara Elvy. Updates will be available as and when they occur.

#### 11. Correspondence

- a. Donation request from Magpas Helimed was deferred until later in the year.
- b. Peter Croot had supplied a replacement plan of the Community Orchard. Broadland DC had provided replacement trees for the four ash trees that will succumb to ash die-back. They will be left as dead-wood for wildlife unless they are removed for safety reasons.
- c. The Good Neighbours scheme thanked the Council for its donation towards the defibrillator housing. It is installed at the Post Office, and will be checked and commissioned by the Ambulance Service shortly. A training session, free to all parishioners, will be held on 7<sup>th</sup> July. It will be advertised locally and on Google.
- d. The Broadland Site Allocations Development Plan Document has been adopted. Coltishall's allocation for 2016 – 2026 is 12 in 2016 and 18 in 2017 for the Rectory Road site, **and** a similar number for the Jordan's site. No applications have been received yet.
- e. Broadland DC advised that as from 1<sup>st</sup> April 2016 payment will be made on recycled textiles only, paid annually.

#### 12. Finance

Financial report.

- a. Copies of the current budget to date, bank reconciliation, and year end summaries had been sent to all councillors, and were accepted.
- b. The internal auditor Paul Austin had examined and approved the Audit Return, which was presented to Councillors. It was **proposed by Doreen Snelling, seconded Mike Kirkham, unanimously approved** and signed by Penny Loiez as Chairman of this meeting.
- c. The delegated grass cutting agreement will continue for this season, with an increase of 1.3%, thus £1085.73.

Payments since last meeting

J B Elvy Salary March	480.90
Post Office PAYE	4.00
National Allotment Society	66.00

NALC membership	247.19
Norfolk Playing Fields membership	25.00
Norfolk Rivers Drainage Board	6.95
URM	18.90
PX2 Web hosting	180.00
J B Elvy Salary April (no tax payable)	484.90

Receipts since last meeting	
NCC Recycle	56.46
Broadland DC Precept	16,600.00
VAT Repayment	8,877.08
Allotments Repayment of membership fees	66.00

Bank accounts as at 16 <sup>th</sup> May 2016	
Current account	27,087.94
Deposit account	12,686.53
<b>Total at bank</b>	<b>39,774.47</b>
Outstanding cheques	70.00
<b>Total</b>	<b>39,704.47</b>

**N B** outstanding cheque presented since bank reconciliation was prepared. Jeremy Hall had repaired the dog bin post in Hautbois, but had not yet presented his invoice.

Payments due this meeting	
J B Elvy March-May 2016 expenses	164.26
Peter Croot Tree Warden expenses	43.66
Paul Austin Internal Audit fee	30.78
<b>Total</b>	<b>238.70</b>

Payments **unanimously** approved.

### 13. Planning

There were no objections to :

Application 20160137, amended planning for continuation of use, former RAF Coltishall, re the multi-use track.

Application 20160512, The Old Railway Station, 31 Station Road, variation of condition 3 of planning permission, alterations and extension to form granny annexe.

Application 20160727, Middle Barn, Belaugh Green, new entrance frame and replacement windows and doors.

There was an objection to application K2610/W/15/3140339, re application 20141836, 43 Rectory Road, erection of building over garage.

In circulation, 9 Church Close, single storey rear extension.

### 14. Any other business

a. Standing orders were suspended. A letter had been received from the Pre-school proposing that a new bespoke building could be erected on the football field with an adjoining, fenced outdoor area, for the exclusive use of the pre-school. It would provide a dedicated, safe environment suited to the needs of small children. Doreen Snelling considered that the Village Hall would not be financially viable without the Pre-school. The existing changing-rooms had been inspected but were not suitable due to lack of adequate ground-floor space. Councillors had received a copy of the letter and were asked to consider the matter for debate at the July meeting. Standing orders resumed.

### 16. Public participation

Mrs Sparrow was concerned that the textile bank is inadequate and therefore bags of clothes are regularly left on the ground. Removal of the bin could lead to dumping. The clerk to contact Broadland DC.

The fence installed at a cottage on Church Street is an ongoing planning issue.

Robert Watson congratulated the interim Chairman on her handling of this meeting. Tom Garrod paid tribute to Robert Watson's years as Councillor and as Chairman; he has fostered village unity and cohesion, and worked well with both Broadland DC and Norfolk County Council. He, Mike Warren, John Harding and Keith Childerhouse will be a loss to the Council, and he hoped the two new Councillors will enjoy working with the Council. Robert Watson said he had enjoyed his time with the Council, although it had sometimes been frustrating. The Parish Council plays a valuable part in village life, and he hoped the Council will go from strength to strength. Mike Warren made a presentation to Robert Watson on behalf of the Council, and John Harding presented Mike Warren with a gift from the Councillors.

**Meeting closed at 8.50pm. Next meeting is on Monday 4<sup>th</sup> July 2016  
in the Village Hall Lounge at 7.30pm**