

# COLTISHALL PARISH COUNCIL

## **Minutes of the Annual Parish Council Meeting held at the Village Hall Lounge on Monday 4<sup>th</sup> July 2016**

### **Present**

Penny Loiez, Michael Spinks, Doreen Snelling, Mark Rischmiller, Mike Kirkham, County Councillor Tom Garrod, District Councillor Alan Mallett, PCSO Bill Kerr, and 7 parishioners.

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

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

Nominations for Chairman were invited. Penny Loiez was nominated by Doreen Snelling, seconded by Mike Kirkham, unanimous, and accepted the Chairmanship. Mark Rischmiller was unanimously voted in as Vice-Chairman. Penny Loiez signed the Acceptance of Office, witnessed by the Clerk.

#### **2. Apologies**

Mr and Mrs Ambrose, and Amanda Taylor-Pope had tendered their apologies, which were accepted.

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

Doreen Snelling and Michael Spinks declared interests in items 15- Playgroup and 19 – Football field car park.

#### **4. Minutes of the Parish Council Meeting 16<sup>th</sup> May 2016**

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

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

None

#### **6. Nomination of parish representatives**

Planning – Doreen Snelling, Michael Spinks, Mike Kirkham, Mark Rischmiller, Penny Loiez; HMP Bure – Mike Kirkham; Compliance – Penny Loiez; Play inspections – Mark Rischmiller; Highways – June Lillingstone; Charity – Doreen Snelling, Michael Spinks; Allotments – Michael Spinks; Tree Wardens – Michael Spinks. Amanda Taylor-Pope was nominated as Police representative in her absence, confirmation from her to be sought. Robert Watson had offered to continue acting as Internal Verifier which was **approved** by councillors, and Paul Austin as Internal Auditor.

Item 8 Police Report was taken before item 7

#### **7. Police and Speedwatch**

PCSO Bill Kerr advised that the report for April and May had already been distributed. There were 24 reported incidents from Coltishall parish including 6 crimes. Damage had been caused to the cricket pavilion, windows smashed. Youths had been seen drinking in the area. Although there are regular police patrols it has not been possible to apprehend the culprits, and local information would be welcomed. PCSO Bill Kerr explained that as there are now only two officers, himself and PC Shepherd covering the area, the monthly reports for each parish are taking a disproportionate amount of time to produce. Time would be better spent in the community. He requested that they should cease. Attendance at Parish Council meetings will continue, as will reports in the Marlpit. Councillors **agreed** that monthly reports should be stopped. Doreen Snelling asked if action could be taken against vehicles parked near the junction to Westbourne Road, as buses have difficulty in passing them. He advised parishioners to pass registration numbers to the police. PCSO Bill Kerr was thanked for attending the meeting.

#### **8. To receive reports from District and County Councillors**

Cllr Alan Mallett advised that devolution of Norfolk and Suffolk was conditional upon an elected

mayor. Broadland DC had voted to put the proposals to consultation but did not agree with an elected mayor, Norfolk County Council approved the motion to go to consultation, but not all local councils agreed. Cllr Mallett noted local concerns about item 2 on the Planning list.

Tom Garrod confirmed that devolution is the major item under discussion at Norfolk County Council, which will go to consultation. Alongside the consultation a leaflet will be sent to all households explaining the pros and cons, and inviting comments. The matter will be considered in October. Cllr Garrod had concerns, but felt that the deal on offer was one of the best in the country, and should be accepted for the time being, leaving it to others to negotiate better terms in the future. Although there was much still to be settled, he believed devolution would strengthen local influence and retain powers with County and District Councils.

Item 15 was brought forward

#### **9. Playschool**

Trudy Hubbard-Fines, Michelle Thackham and Amy Powks were welcomed to the meeting. The Playschool has been running since 1981, and needs better facilities with a safe outside space. Interim proposals were for a fenced area accessed from a new French window in the hall, to be installed before September. Long-term a dedicated area would be preferred, so that equipment would not have to be brought out at the start of each day and put away each afternoon. The plan would be to update the entire building using grant funding for the benefit of the community as well as for the Playschool, and thus encourage greater use of the building. Ms Hubbard-Fines thought it would be unrealistic to spend money on an interim solution if it were possible to remodel/extend the Village Hall.

Councillors were interested in her proposals, and suggested a working-party be convened within the next few weeks to include councillors, CAST, Playgroup and Cllr Garrod to discuss the viability of the proposals.

#### **10. Highways**

The verge at the Rectory Road/ North Walsham Road junction is overgrown and reducing visibility. Garden Guardian will cut it for £70, as it is not in the delegated agreement. Doreen Snelling **proposed** it should be cut, seconded Mark Rischmiller, unanimous. Michael Spinks requested that Highways be notified that the verge in Hautbois is also overgrown. The council contributed £2385.12 in April 2015 to renovating the trod at Lower Common. Highways had at last done the work but to a very poor standard. Photographs and a protest were sent to Phil Reilly at Highways, but he will not authorise any further work. Tom Garrod was asked to intervene.

#### **11. Sanders bus service**

Doreen Snelling reported that most Monday-Friday services will resume from 5<sup>th</sup> September with a new timetable. The workers' bus will go through the village as will the Saturday service. It is important that Rectory Road is kept passable. She was thanked for her hard work, dedication and perseverance. A sympathy card was sent to the Sanders family on Mr Sanders senior's death.

#### **12. URM**

It was **agreed** that as payments are variable, the Council will continue to pay by cheque, not Direct Debit.

#### **13. Bank mandate**

New mandates were given to Penny Loiez and Mark Rischmiller to add them as authorised signatories, and to remove those councillors who resigned.

#### **14. Mobile phone**

Penny Loiez requested a dedicated mobile phone for councillors. The cost would be minimal. Councillors **agreed** to the proposal.

#### **15. Community Action Norfolk**

Membership is now due. It was **agreed** to continue with Silver membership.

## 16. Correspondence

An update on progress of the Northern Distributor road was circulated to all councillors, and a copy passed to parishioners.

## 17. 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

J B Elvy Salary May	484.70
URM	24.66

Receipts since last meeting

Coltishall VH&RG Charity rent	40.00
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N B Advice received of delegated grass cutting payment £1085.73 not yet at bank

Bank accounts as at 4<sup>th</sup> July 2016

Current account	25,954.01
Deposit account	12,687.09
<b>Total at bank</b>	<b>38,641.10</b>
Outstanding cheques	NIL
<b>Total</b>	<b>38,641.10</b>

Payments due this meeting

J B Elvy Scanner + cartridge	90.67
J B Elvy – salary June	484.70
J B Elvy – expenses May-June	17.94
Robert Watson – expenses	50.49
Jeremy Hall – dog bin, life ring fixing	70.00
<b>Total</b>	<b>713.80</b>

Payments **unanimously** approved. The scanner will be added to the asset register, and the old one removed.

## 18. Planning

There were no objections to :

Application BA/2016/0204/FUL. Installation of waste water treatment system, The Norfolk Mead Hotel, Church Loke.

Objection :

Application 20160973. Construction of boarding kennels, 8a Addison Close. It is thought that some 40 kennels would be constructed. Councillors and parishioners were concerned about noise levels, potential smell, increased traffic, visual eyesore. A petition had been raised. Cllr Mallett advised that, should the application be passed under delegated powers, he would call it in for consideration by the whole District Council. Members of the public would be allowed a total of five minutes to present their objections.

## 19. Any other business

Doreen Snelling requested that a proposal to extend the car parking area at the football field in line with the end of the gardens be discussed at next meeting.

## 20. Public participation

A blocked drain at Station Road/Hautbois Road will be reported to Highways.

Paul Savory was welcomed back after his recent illness.

**Meeting closed at 9.05pm. Next meeting is on Monday 5<sup>th</sup> September 2016  
in the Village Hall Lounge at 7.30pm**