



## COLTISHALL PARISH COUNCIL

All Councillors are summoned to the Meeting of Coltishall Parish Council which will be held in the Church Rooms, Rectory Road, on **Tuesday 4<sup>th</sup> February 2025 at 6.30pm.**

*Becky Furr*, Parish Clerk, 29<sup>th</sup> January 2025

### AGENDA

There will be an opportunity for public participation and district/county council reports, before the meeting commences. Please note that once the meeting is in session, members of the public are not allowed to speak unless specifically invited by the Chair/Clerk, in which case a vote will be taken to suspend standing orders.

- 1) To receive and consider apologies for absence.
- 2) To receive declarations of interest and request for dispensations.
- 3) To agree the minutes of the last Parish Council meeting held 7<sup>th</sup> January 2025 (Circulated).
- 4) To consider any matters arising (information only).
- 5) To consider and agree any planning applications including those received after the agenda is published.
  - a. 2023/2422 Update on Crocus Homes Development on Rectory Road.
  - b. 2025/0179 Certificate of lawfulness (existing) to establish the development was implemented in breach of condition 5 of permission 20031943 and is now lawful at 67A Rectory Road.
- 6) To agree financial statement below:

|                                                                                        |                                          |          |
|----------------------------------------------------------------------------------------|------------------------------------------|----------|
| a. Payments received                                                                   |                                          |          |
| HMRC                                                                                   | VAT Reclaim – Qtr 3                      | £941.40  |
| b. Payments already approved                                                           |                                          |          |
| Coltishall PCC                                                                         | Room Hire for 2025                       | £221.00  |
| Norse                                                                                  | Village Hall hedge cutting               | £105.74  |
| Norse                                                                                  | Bowling Green hedge cutting              | £148.15  |
| c. Payments for approval                                                               |                                          |          |
| Norse                                                                                  | Grass Cutting - January                  | £899.03  |
| Clifford Moate                                                                         | Self Contracted Grounds man              | TBC      |
| B.Furr                                                                                 | Clerks Expenses                          | £106.63  |
| Nordic                                                                                 | Annual Play Area Inspection              | £200.00  |
| Target Trees                                                                           | Failed limb removal - Allotments         | £200.00  |
| Scribe Accounts                                                                        | Monthly Subscription Fee                 | £44.40   |
| Target Pest Solutions                                                                  | X2 treatments and hirer of 20 bait boxes | £216.00  |
| d. Payments for information only – previously agreed direct debits and standing orders |                                          |          |
| B Furr                                                                                 | Clerks Salary for January                | £1289.30 |
| Norfolk Pension Fund                                                                   | Clerks Pension for January               | £431.16  |
| HMRC                                                                                   | Tax for January                          | £244.76  |
| EE                                                                                     | Clerks Mobile for January                | £6.47    |

- 7) To consider quotations for an internal auditor for 2024-2025 AGAR.
- 8)
  - a. To receive an update and consider any actions regarding the management of the allotments including a quote for a digger - Mr Oakes.
  - b. To receive an update regarding the rat infestation and consider costs for ongoing treatment.
- 9) To consider any actions regarding Highway and PROW matters including:
  - a. Update on evidence gathering of parking problems opposite The Grove on Rectory Road.
  - b. Update on progress of PROW application on the footpath between Church Close and Church Loke.
  - c. To consider giving retrospective permission to City Fibre to install full broadband fibre equipment at Gt Hautboius Common (Wayleave Agreement circulated).
- 10) To consider the play area inspection report (circulated).
- 11) To consider purchasing another dog bin at Coltishall Common (proposed by BDC).
- 12) To consider the PC's involvement in Coltishall Rainbow Run.



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- 13) To consider any projects for the Community Payback Scheme.
- 14) To review and approve the risk management policy.
- 15) To consider various quotations to improve the facilities at Coltishall Village Hall and Recreation Ground (CVHRG) including:
  - a. CVHRG premise signage for the village hall, cricket pavilion, bowls pavilion and football pavilion.
  - b. Re-graveling the car parks at the village hall and large recreation ground.
  - c. Damp assessing or re-boarded the wall in the pre school children's toilet.
  - d. Replacing the fuse box at the village hall/pre school.
- 16) To consider items for inclusion on the next agenda.
- 17) To note the date of the next meeting on **Tuesday 4<sup>th</sup> March 2025** at 6.30pm in the Church Rooms, Rectory Road.