



COLTISHALL PARISH COUNCIL

Locum Parish Clerk: Sue Marsh
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Minutes of Coltishall Parish Council Meeting held on Wednesday 1st July at 6.30pm in Coltishall Church Rooms

Present

Chair: Cllr R Germany

Councillors: Cllr M Spinks, Cllr G Young, Cllr N Chaney, Cllr J Baxter and Cllr E Young

Also, Sue Marsh – Locum Parish Clerk, Dan Roper County Councillor and 4 members of the public

Public Participation

County Councillor Dan Roper read his report.

A Parishioner mentioned the hole outside the butcher's shop where a bollard had been knocked over, the clerk will follow this up

Main Meeting

1. Apologies for absence

Apologies were received and approved for Cllr J Haschak and Cllr H Sands-Moore. District Councillor Jo Copplestone also sent her apologies

2. Declarations of interest and request for dispensations

Cllr Germany and Cllr Sands Moore are tenants of Coltishall Allotments.

Cllr Chaney, Cllr Germany and Cllr Spinks are trustees of Coltishall Commons Management Trust.

Cllr E Young and Cllr G Young under planning

3. Minutes

The minutes of the last Parish Council meeting held on 3rd June 2026 were APPROVED and SIGNED as a true and accurate record.

4. Matters Arising

None

5. Financial Statement

To consider approval of payments and to note any receipts:

a. Payments received and NOTED - none		
b.		
Staff costs and expenses	Clerk, village hall staff, groundsman and expenses	£3,487.70
I D Wade	Painting the bowls pavilion	£550.00
Campbell Jones	SAM2 Administration	£30.00
c. Payments for information only – previously agreed direct debits and standing orders		
EE	Clerks Mobile	£9.38
Scribe	Accounts Package	£44.40

To check the monthly bank reconciliation

Cllr Chancy checked the bank reconciliation for May

6. Planning

To consider a response to any current planning applications including those received after the agenda was published

2026/1774 – felling of Silver Birch Tree - no objection

2026/1716 – removal of tree as too close to the property – no objection

2026/1579 – Details of conditions 2, position, design – no objections

7. Asset Management

a. Allotments – All plots are occupied, now starting a waiting list. Some signage was requested regarding keeping dogs on a lead etc. The wording is to be agreed and a quote sought

8. Highway and PROW matters

It was agreed to contact highways and request an update regarding the public consultation that was promised regarding the additional pedestrian crossing

9. To receive an update on the steps down to Bure Valley Railway

A formal complaint has been submitted to South Norfolk and Broadland Council

10. To Approve excluding the press and public from this meeting under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 given the sensitive nature of the business to be discussed.

It was agreed to interview the shortlisted candidates for the role of Parish Clerk & RFO

It was agreed to interview the shortlisted candidates for the role of Village Hall Booking Administrator

11. Items for inclusion on the next agenda

- Update on Recruitment

10. Date and place of the next Parish Council Meeting

Wednesday 5th August 2026 at 6:30 pm

With no further business the meeting closed at 7.15 pm.