

CAWSTON PARISH COUNCIL MEETING – 19 SEPTEMBER 2013
DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 19 September 2013, the following members were present:

Mr P E Soanes – Chairman:
Mrs T Carman; Mrs T Wilkinson; Mr B Schuil; Mr D Cook;
Mr J Livingstone; Mr A Lee; Mrs T J Durrant; Mr R Madle; Mr R Howard

In Attendance

Mr LR Mills (Clerk of the Council); PCSO Bridges
One member of the public

095/084 APOLOGIES FOR ABSENCE

Mr J Gilbert; Mr J Joyce (District and County Councillor)

095/085 DECLARATIONS OF INTEREST

Mrs T Durrant (Bowls Club)

095/086 MINUTES

The Minutes of the meeting held on 15 August 2013 having been circulated to all members were discussed by the Council and it was proposed Mr Lee, seconded Mr Madle, AGREED that the following be inserted as minute 095/081 (iii)

One of the councillors suggested that Mr Madle would not be allowed to participate in the Clerk's appraisal as he had not been on the Council for long enough

095/087 PUBLIC PARTICIPATION

Mr Rossington informed the council that the recent works undertaken on the tree in his garden had been approved by the relevant authorities

095/088 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) Care Home: Mr Schuil reported that the gardens were being tidied up and it would seem that the care home may soon be opened. The owners (operators?) are listed on the Care Quality Commission website as being "Florence."

(ii) Newsletter: no report

(iii) Trees: the Clerk reported that Mr Gillett had undertaken the works to the beech tree on the High Street, and the two trees at the cemetery as instructed. The Clerk also reported that he had received the Risk Assessment Report from the contractors, but that it was too late to include in this month's meeting. He will distribute a copy to each member so it can be discussed at the next meeting

095/089 POLICE LIAISON OFFICER'S REPORT

PCSO Bridges tabled his report. He added that a collection of stolen street signs had been recovered and a person harged with their theft.

The Council thanked PCSO Bridges for his work and he left the meeting at this point.

The Chairman reported that he had attended the recent SNAP meeting in Reepham: the main concerns are traffic speed and the theft of oil. Police had monitored speeds on Aylsham Road on a Friday evening. Five motorcycles and twenty one cars were caught speeding.

095/090 DISTRICT AND COUNTY COUNCILLOR'S REPORT

None

095/091 PLANNING

(i) Planning applications

- 20131126, 6 Biomass Boilers, Oulton Airfield
It was proposed Mr Livingstone, seconded Mr Lee that:
the Council has no objection but wishes to express its concern about possible traffic and noise implications. Council would like to see a commitment not to increase the traffic through Cawston
AGREED (Mr Madle did not vote as at this point he declared an interest)
- 20131140, extension and alterations, Sygate House, Southgate.
Mr Madle declared an interest.
Clerk gave his advice that Mr Madle should take no part in the discussion. This was disregarded.
It was proposed Mr Lee, seconded Mr Howard, that the Council support this application. AGREED (Mr Madle did not vote due to his Declaration of Interest)

Clerk to inform Broadland District Council of the Parish Council's views.

(ii) Clerk updated Council on progress of recently considered applications. He has been informed that the application for a wind turbine at Oulton has been withdrawn. Broadland District Council has approved application 20130958 (see minute 095/070[i])

095/092 PAYMENT OF ACCOUNTS

The invoices and cheques having been scrutinised by Mrs Durrant it was proposed Mr Livingstone seconded Mrs Durrant it was AGREED that payment totalling £3910.75 be approved and the necessary cheques be signed by two authorised members.

095/093 REPORT OF THE CLERK OF THE COUNCIL

(i) KEITH SIMPSON MP: I have received a further letter from Mr Simpson's office in which he says he would be pleased to attend a meeting in February or March. He asks that I confirm a Friday that would be convenient for my councillors. *Clerk to reply inviting Mr Simpson to either meeting*

(ii) JOINT CORE STRATEGY: Suggested Main Modifications, representations may be made between 9 September and 21 October. *Noted*

(iii) BROADLAND DISTRICT COUNCIL. Instead of the usual annual meeting with Parish and Town Councils BDCare this year holding a series of forums. The theme of the forums will be "***The Financial Challenges facing Councils***" with particular emphasis on how recent central government changes in funding will impact Parish and Town Councils. Dates are 15th October – 7pm; 23rd October – 2pm; 24th October – 7pm* *Noted*

(iv) CEMETERY, rededication ceremony for refurbished graves, Wed 25 Sept, 11am *Noted*

(v) CLERK APPRAISAL: This will be conducted early in October. *Noted*

(vi) NALC, AGM, 5th October, Swanton Morley. Does anybody wish to attend? *No*

095/093 REPORT OF THE CLERK OF THE COUNCIL (continued)

(vii) FOOTBALL NETS. I received a net from the suppliers and the following day a further two were delivered. I have contacted the suppliers asking if they want them back but have received no response. *Noted*

(viii) PLAYING FIELD LITTER: Mr Bird has told me that he can no longer clear the litter as has for the past couple of years. *Clerk to arrange replacement.*

CORRESPONDENCE

- NRCC, Signpost, Aug 2013
- BDC, Broadland Business Focus, Autumn 2013
- Clerk and Councils Direct, Set 2013
- NALC, Norfolk Link, Aug 2013
- NRCC, Newsletter, August 2013
- BDC, Broadland Sports News, Sept 2013
- GNDDP, Playing Pitch Strategy and Action Plan and a Built Facilities Strategy and Action Plan for Greater Norwich. Introductory email
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COURSES/TRAINING/DAYSCHOOLS/CONFERENCES ETC

- BDC, 'Housing and Growth Forum', Tues 24 Sept, 6pm, Sprowston Manor Hotel, Free
- Community Land Trust East, 'Inspiring Communities' Wed 25 Sept, 10am-4pm, Ely, Cost £60
- RSPB, 'Stone-Curlew Soiree', Tues 8 Oct, 7pm-9pm, Thetford. Free
- NALC, 'Green Burial', Seminar led by Alan Fairchild, Thurs 17 Oct, 10am-1pm. Colney Woodland Burial Site Cost £25
- FUTURE EAST, 'Who should care for our older people?' Friday 18 October, 11am-3pm. Norwich. Free

095/094 STANDING ORDERS/FINANCIAL REGULATIONS

As NALC will soon be issuing revised set of recommended Standing Orders it was AGREED to defer this matter until Councillors have had an opportunity to study them

095/095 SUBSTATION

(i) Mr Sutton's recent email to Councillors was considered. It was AGREED to defer discussion until the next meeting. Clerk was instructed to send the following message to Mr Sutton: 'We have received your letter and we will discuss it at our next meeting. We feel we require some more time to fully digest all of the points you have raised.'

(ii) Mr Livingstone said that he felt there were still many unresolved issues regarding the noise problem. It was AGREED that the Clerk should write to all those who attended the meeting with SCIRA earlier this year, to explain latest developments and to suggest people keep a record of any problems. Before sending the Clerk is to distribute a draft copy of this message to all members who have email for their opinions and suggestions.

095/096 CEMETERY

Following the site meeting held on Thursday 22 August (attended by Mr Soanes, Mr Cook, Mr Schuil, Mr Livingstone, Mrs Carman, Mrs Wilkinson, Mrs Durrant, and the Clerk) it was AGREED to the following:

(i) Cemetery/Bowls Club driveway: Bowls Club is prepared to contribute £500 towards the cost. Clerk to invite original firms to retender based on the new kerb measurements

(ii) Cemetery bushes and hedges: plan of removal and new work specification to be adopted.

(iii) Council will discuss a replanting scheme at a date to be decided

095/096 CEMETERY (continued)

Mrs Wilkinson said she had spoken to the President of the Women's Institute regarding the upkeep of the planting at the base of the war memorial.

095/097 EMERGENCY PLAN

The Clerk confirmed that insurance was in place for any volunteers.

Mr Cook reported that a revised form had been produced and would now be distributed. This would be by placing in as many public places as they could (shops, churches etc). A notice will be produced for placing on Council noticeboards.

Mr Cook also informed the Council that should the Emergency Plan come to fruition a 'changeover switch' would need to be installed in the Village Hall.

095/098 CHURCHYARD

A site meeting was held immediately prior to this meeting. It was attended by Mrs Wilkinson, Mr Lee, Mrs Durrant, Mr Schuil and the Clerk. The PCC was represented by three members.

The PCC thanked the Council for the repairs to the wall, and also commented on how well the grass has been maintained.

Areas of work to be considered are the repairs to the west gate and the south side is in need of some clearing. There was concern expressed at the growth of weeds outside the east wall, but these are the responsibility of the County Council.

It is likely that a safety check of the standing memorials will need to be undertaken in the coming year.

It was also noted that the American War Memorial is in need of some refurbishment.

095/099 YOUTH PROVISION

Deferred to next meeting

095/100 BUS SHELTER

Proposed Mr Lee, seconded Mrs Carman that the Clerk approach Broadland District Council and Norfolk County Council to ascertain their views as to the suitability of siting a bus shelter on the High Street at the front of the Bell Inn Car Park (immediately to the left of the old Oddfellows Hall). Mrs Carman will try to ascertain who clerk should contact from the Bell Inn.

095/101 PHONE BOX AT EASTGATE

The Council thanked Mr and Mrs Schuil for clearing and tidying the box.
It was AGREED that the box should be used as noticeboard.

- At this point Mr Lee left the meeting

095/102 ITEMS FOR INFORMATION/FUTURE AGENDA

INFORMATION:

(i) Mrs Durrant asked if there was any news on training to use the defibrillator. Mr Madle replied that it is proving rather difficult to obtain the promised free training. If we were prepared to pay it would be arranged very quickly. Mr Madle said he would continue to press for the training and would update the Council in future

(ii) Mr Schuil raised the issue of dog fouling on Marriott's Way. Clerk to contact Broadland District Council and Norfolk County Council regarding the problem.

095/102 ITEMS FOR INFORMATION/FUTURE AGENDA continued

(iii) Mrs Carman requested that the Cemetery gates at the Norwich Road end be left unlocked to make the cemetery more accessible for all. Council agreed and Mrs Wilkinson said she would remove the lock.

FUTURE AGENDA

- (i) Volunteers
- (ii) Parishioner's correspondence
- (iii) High Street access to Playing Field
- (iv) Planning

095/103 DATE OF NEXT MEETING

17th October 2013 2013

There being no further business the Chairman thanked everyone for attending and declared the meeting closed at 9.15pm