CAWSTON PARISH COUNCIL ANNUAL MEETING – 19 MAY 2011
DRAFT MINUTES

At the annual meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 19 May 2011, the following members were present:

Mr P E Soanes – Chairman

Mr R H B Howard	Mr J Gilbert
Mrs T J Durrant	Mr J Livingstone
Mr R Madle	Mr A Lee

In Attendance

Mr LR Mills - Clerk of the Council
and one member of the public

092/001 APPOINTMENT OF CHAIRMAN

The Chairman of the Council, Mr P E Soanes occupied the Chair and invited nominations for the appointment of Chairman of the Council for the ensuing year.

On the motion of Mr J Gilbert, seconded by Mrs T Durrant it was

RESOLVED that Mr P E Soanes be re-elected Chairman of the Council for the ensuing year.

092/002 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

Mr P E Soanes signed the Declaration of Acceptance of Office as Chairman of the Council in the presence of the Clerk of the Council and thanked members for his re-appointment. The Councillors also signed their Declarations of Acceptance of Office in the presence of the Clerk of the Council.

092/003 DECLARATIONS OF INTEREST

None

092/004 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr T S Simons and PCSO Bridges

092/005 MINUTES

The Minutes of the Council meeting held on 21 April 2011 having been circulated to all members, were confirmed and signed by the Chairman.

092/006 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

None

092/007 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED that Mr R H B Howard be re-elected Vice-Chairman of the Council for the ensuing year.

092/008 APPOINTMENTS TO OTHER BODIES

(a) Oakes Memorial Trust Charity
RESOLVED that the Chairman of the Council and Mr R H B Howard be appointed to serve on the Oakes Memorial Trust for the ensuing year.

(b) Cawston Heath Charity
RESOLVED that Mr J Gilbert be appointed to serve on the Cawston Heath Trust for the ensuing year

(c) Cawston Village Hall Management Committee
Agreed to defer this matter to the next meeting of the Council

092/009 SCHEDULE OF MEETINGS

It was **RESOLVED** a full Council meeting shall be held every 3rd Thursday of the month. The dates for 2010/2011 were confirmed as follows :

16 June 2011 ; 21 July 2011 ; 15 September 2011 ;
20 October 2011 ; 17 November 2011 ; 15 December 2011 ;

19 January 2012 ; 16 February 2012 ; 15 March 2012 ; 19 April 2012 ;
7 May 2012.

A meeting will be held on 18 August 2012 if in the opinion of the Chairman and Clerk it is required (eg planning matters)

The Annual Parish Meeting will be held on 19 April 2011 at 7pm.

092/010 POLICE LIAISON OFFICER'S REPORT

In the absence of PCSO Bridges the Clerk tabled the report. There was one reported crime in April 2011. In response to concerns expressed at the Annual Parish Meeting a Traffic Officer had attended the village to carry out speedchecks. He will return to carry out further speed checks at various locations. Next SNAP meeting to be held at Village Hall on Wednesday 8th June at 7pm.

092/011 PUBLIC PARTICIPATION

The Chairman adjourned the meeting to allow members of the public to speak.

Ms Burbridge spoke in support of an application to The Clifford Pye Trust on behalf of her son Zachary.

092/012 FOOTBALL CLUB

AGREED to offer the Club two payment options for season 2011/12 for the use of the Playing Field: either £20 per game OR £300 to cover all games. Club must also agree to repair and reseed the area they use.

092/013 PLANNING

App no 20110582, Variation of Condition 2 on PP 20091175, 16 Chapel Street. The Council has no objections to this proposal provided it does not adversely affect the agreed parking provision

App no 20110630, Erection of hay store and tractor shed, Elm Tree Farm, Eastgate. The Council supports this application.

092/014 PAYMENT OF ACCOUNTS

RESOLVED that payment of the accounts be approved and the necessary cheques signed by two authorised members.

092/015 TRAINING

In view of the probable co-option of three members in the near future it was AGREED to ask NALC to provide a full day's training for all members.

092/016 COUNCIL VACANCIES

AGREED to advertise these in Aylsham & Reepham Times, on Parish noticeboards, and on the website. Closing date for applications 15th June 2011.

092/017 CHURCHYARD TREES

After considering the report from the Tree Warden it was AGREED that the Clerk should implement the relevant procedures to remove the dead tree and prune the overhanging tree**.**

092/018 CEMETERY HUT

Clerk instructed to try and get three tenders for this work.

At this point Mr James Joyce (County and District Councillor) joined the meeting.

092/019 PLAYING FIELD GATES

Mr Howard will report to the next meeting

092/020 COUNTY AND DISTRICT COUNCILLOR'S REPORT

Mr Joyce apologised for his late arrival but he had to attend the Annual Meeting of Broadland District Council.
He reported that he believes the next few years will be very tough.

092/021 REPORT OF THE CLERK OF THE COUNCIL

i) Printer. Noted
ii) Request for donation from Clifford Pye Trust. AGREED to donate £200 to Ms Sandra Burbridge to aid her son's education. £100 payable at start of school year 2011. £100 payable if he continues at the school in 2012.
iii) Correspondence. AGREED that Clerk should continue to use his discretion in deciding which material is relevant and should be forwarded to Councillors

Correspondence

- Clerks and Councils Direct
- NALC : Norfolk Link, Mar 2011
- Norfolk RCC : Signpost, Mar 2011
- Norfolk Link Extra (distributed)

092/022 NON AGENDA ITEMS FOR FURTHER CONSIDERATION / FUTURE AGENDA

ITEMS FOR NEXT AGENDA:

- Charities
- Website
- Community News Reporter
- Playing Field Gates
- Annual Return
- Parish Plan

092/023 DATE OF NEXT MEETING Thursday 16th June 2011