At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 16 August 2012, the following members were present:

Mr P E Soanes - Chairman  
Mr R H B Howard  
Mrs T J Durrant  
Mr A Lee  
Mrs T Carman  
Mr D Cook

Mr J Gilbert  
Mrs T Wilkinson  
Mr J Livingstone  
Mr R Madle

In Attendance  
Mr J Joyce (County / District Councillor)  
Mr LR Mills (Clerk of the Council)  
One member of the public

093/069 APOLOGIES FOR ABSENCE

Mr B Schuil; PCSO Bridges

093/070 DECLARATIONS OF INTEREST

None

093/071 MINUTES

The Minutes of the meeting held on 16 August 2012 having been circulated to all members were confirmed and signed by the Chairman

093/072 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) Defibrillator. Clerk has written letter of thanks to Heath Trust. Mr Madle reported that Cawston was moving up the list. He also asked whether there would be public access to the defibrillator when the new car park barriers were in operation. He will consult with the Village Hall Committee

(ii) Bus shelter. Having received the application form the clerk was instructed to complete and return it.

(iii) Churchyard Wall. Clerk reported that the application for a Recommendation fo Faculty had been completed and sent off. It will be considered at the DAC meeting 27 September

093/073 PUBLIC PARTICIPATION

A member of the public asked for more details regarding the bus shelter

093/074 POLICE LIAISON OFFICER’S REPORT

In the absence of PCSO Bridges the clerk tabled the Police report. He also passed on PCSO Bridges’ questions regarding the Playing Field and Youth Project (these were answered by Councillors later in the meeting)
093/075 COUNTY/DISTRICT COUNCILLOR’S REPORT

Mr Joyce informed the Council that this was a very quiet time of year. He reported on the wind turbine at Oulton, photovoltaics at Weston Longville, Reepham High School status, the possibility of local primaries forming a federation, and the law only allowing 25% of the governing board of an Academy to consist of local authority members. He also commended the pupils of the High School on their excellent ‘A’ Level results this year.

093/076 PLANNING

App no 20121327, Yew Lodge, Cawston Park. Council supports this application

Clerk to inform Broadland District Council of its views.

Mr Joyce left the meeting at this point.

093/077 PAYMENT OF ACCOUNTS

(i) RESOLVED that payment of the accounts totalling £2524.63 be approved and the necessary cheques signed by two authorised members.
(ii) Mr Lee confirmed that he had checked invoices and vouchers against the cheques.

093/078 YOUTH PROJECT

AGREED that one football goal to be replaced this autumn and situation to be reviewed next year.
Council wants to emphasise that it is always open to suggestions regarding community-based events and will support these as much as it can.
Council would like to see a copy of the Guide to Cawston organisations before it is listed on the website.
Items such as improvements to the skateboard park and youth shelter will be included in next year’s budget considerations.
All Council meetings are open to the public.

Clerk to send these responses to the Project.

093/079 RECYCLING FUNDS

AGREED that any money over £2000 gained from recycling will be placed in a fund to be spent on a project to help the parish. Clerk to produce leaflet etc for consideration at next meeting.

093/080 PLAYING FIELD ENTRANCES

Members agreed to produce ideas for circulation before the next meeting.
Village Hall holding an Open Day on 10th November.
Both matters to be discussed at next meeting.

093/081 VILLAGE CHAMPION

Members agreed with Mrs Carman’s proposal in principle. She was asked to bring more detailed proposals to next meeting.

Mr Madle left the meeting at this point.
093/082 ALLOTMENTS

AGREED to proposed changes to wording of Section 12 of the tenancy agreement:

At present it states “The tenant to trim, to a height of between four and six feet, the hedge between his/her allotment and the housing estate each Autumn”

This is to be deleted and replaced with

“The tenant to trim back the inside of both hedges at the end of his/her allotment. One hedge is situated between the allotments and Marshall Howard Close, and the other runs between the allotments and the Cemetery.”

Clerk to write to all allotment holders reminding them of the following:
- All materials stored in gap between allotments and Marshall Howard Close are to be removed and no further materials to be kept there
- Hedges surrounding allotments are not to be cut into, and gaps which have been created are to be allowed to grow over
- All pathways between plots are to be kept clear and grass cut

093/083 CLERK’S REPORT

1. RoSPA Annual safety Inspection: Overall the sites were at a good standard, most equipment requiring no action. Mr Lubbock and I inspected the site to consider those that do. Five items require monitoring, which Mr Lubbock does on a weekly basis. Two items need a repair which Mr Lubbock will attend to over the winter (these are not considered urgent). One item required urgent attention which we fixed on the day. Noted

2. Cemetery: I received an email from the Health & Safety Manager of Jeesal Group, the firm who run Cawston Park. He would like to restore and maintain the grave of George Cawston, who is buried in the cemetery. If the Council is in agreement he would like to ask his Chief Executive for permission to set up a Group to undertake the work. AGREED

3. I intend to contact David Key to ask him to trim back the Playing Field hedges that are encroaching on the play and seating areas AGREED

4. Cemetery: I have been asked if it is okay for people to plant flowers on graves (eg crocuses) AGREED TO BULBS ONLY

5. Clerk holiday: I shall be on holiday from 1st October to 10th October. As the Chairman will also be away Mrs Anderson-Dungar (Clerk to Aylsham Town Council) has kindly agreed to deal with any queries relating to the cemetery. Would someone be prepared to act as keyholder for the period? Noted. Mr Howard to be keyholder

6. Cemetery Shed: I have spoken with Mr Harmer and he assures me the works will be undertaken this month Noted

7. External Auditor: Audit Commission have confirmed that Mazars LLP will be the Council’s auditor for five years from 2012/13. Fees have also been confirmed as the same. Noted

8. A street sign (Old Friendship Lane) was found on Stimpsons Piece last week. It is now sitting in Reepham Town Council’s office. I shall collect it soon and try to get it replaced Noted

9. NCC has introduced a new fund to encourage organisations to use local businesses. It is called the Community Construction Fund and grants can be
made up to £100,000. Although the first round of awards is very soon (19 October) I shall find out more details and circulate to members if they wish. (I understand there will be further rounds before March 2013) AGREEED

10. Onshore substation, Sheringham Shoal Windfarm: I have today received an email from them regarding the low level noise. Would Council like to consider this at the next meeting? AGREEED

CORRESPONDENCE

- NPFA Autumn Newsletter
- Clerks and Councils Direct, Sept 2012
- NCC, The Local List for Validation of County Council Planning Applications (Consultation Draft, August 2012), Closing date for responses 19th October
- NALC, Better Broadband for Norfolk Information Sheet 7, August 2012
- GNDP, Joint Core Strategy for Broadland, Norwich and South Norfolk: Proposed Submission Content., response deadline extended to 15th October
- BDC, Annual Meeting with Town and Parish Councils. It will be held on Wednesday 17th October at 6.45. Max of 3 can attend
- BDC, Celebrate Volunteering, Aylsham Church, 1st October

ITEMS FOR INFORMATION / NEXT AGENDA

Information:
Mr Howard reported that he had attended the recent Safer Neighbourhood meeting on behalf of the Council. Matters raised included night time visitors to churches, speeding and parking

Mr Howard left the meeting at this point

Agenda:
Recycling initiative
Slow down signs
Village Champion
Playing Field entrances
Substation noise

TO EXCLUDE THE PRESS AND PUBLIC UNDER THE PUBLIC BODIES (ADMISSION OF STRANGERS) ACT 1960

Unanimously RESOLVED, that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public should be excluded.

TENDERS FOR WORKS

(i) INSURANCE: AGREED to appoint Came and Company as Council insurers starting 1st April 2013 for three years
(ii) PLAYING FIELD SIGNS: AGREED order signs from IRS Ltd
(iii) CHURCHYARD WALL: AGREED to ask Hendry and Sons Ltd, Foulsham to undertake this work

DATE OF NEXT MEETING Thursday 18th October at 7.00pm