CAWSTON PARISH COUNCIL MEETING – 15 NOVEMBER 2012
DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Bowls Club, Norwich Road, Cawston on Thursday 15 November 2012, the following members were present:

Mr P E Soanes – Chairman; Mr R H B Howard (Vice chairman)
Mr J Livingstone  Mrs T Carman  Mrs T J Durrant  Mrs T Wilkinson  Mr A Lee  Mr B Schuil

In Attendance
Mr LR Mills (Clerk of the Council); Mr A Gibbs; one member of the public

093/105 APOLOGIES FOR ABSENCE

Mr D Cook; Mr J Gilbert Mr J Joyce (County / District Councillor); PCSO Bridges;

093/106 DECLARATIONS OF INTEREST

Mrs T Carman declared an interest in Item 14 Village Hall Matters, as a member of the Village Hall Committee.

093/107 MINUTES

The Minutes of the meeting held on 18 October 2012 having been circulated to all members were confirmed and signed by the Chairman

093/108 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) Defibrillator. Clerk confirmed he had sent the cheque to Mr Madle for forwarding to the providers. The Chaitman presented the Council with a cheque from the Oakes Memorial Trust for £350.
(ii) Bus shelter. None
(iii) Churchyard Wall. Clerk reported that he had received the completed forms from the Churchwarden and that the notices will be posted next week
(iv) Recycling: the Clerk handed over the 600 leaflets, and reported that he had not had a reply form the Ratcatchers Inn
(v) Cemetery/Playing Field works: cemetery path has been completed; Jubilee gates (Village Hall entrance) were hung for the Open Day, but found to be substandard. They have been returned to the manufacturer for improvement. Chapel Street gates to be checked before hanging. Playiong Field goalposts will be installed at same time as Chapel street gates.

093/109 PUBLIC PARTICIPATION

Questions were asked regarding the proposed bus shelter and allotments

093/110 POLICE LIAISON OFFICER’S REPORT

In the absence of PCSO Bridges the clerk tabled the Police report.

093/111 COUNTY/DISTRICT COUNCILLOR’S REPORT

Police Commissioners Elections today.

093/112 ADJOURNMENT

AGREED to adjourn the meeting for ten minutes to allow Mr A Gibbs of UrbanBlu (Architects) address the meeting regarding the following planning application
093/113 **PLANNING**

App no 20121263, The Garage, Craft Lane, Eastgate. Council OBJECTS as it is concerned about the size of the plot and the relative size of the house; access to main road is not suitable; also concerns raised regarding congestion during the course of the works. Clerk to inform Broadland District Council.

093/114 **PAYMENT OF ACCOUNTS**

(i) RESOLVED that payment of the accounts totalling £1962.11 be approved and the necessary cheques signed by two authorised members.
(ii) Mrs Durrant confirmed that she had checked invoices and vouchers against the cheques. Mr Lee to check invoices next month
(iii) Naming of development at 8 Norwich Road: Council suggests “Marsham’s Court”. Clerk to inform developers.

093/115 **SUBSTATION NOISE**

Clerk reported that he had seven people contact him regarding the noise. AGREED that the notice should be added to the “recycling” leaflet. Matter to be reconsidered at next meeting after Parisg magazine has been distributed.
Clerk to keep SCIRA updated

093/116 **VILLAGE CHAMPION**

Mrs Carman’s proposals were accepted. To be advertised on noticeboards/website/parish magazine and added to “recycling” leaflet.

Mr Joyce left the meeting at this point

093/117 **QUARTERLY NEWSLETTER**

Mrs Carman asked the Council to consider this idea. Clerk to bring examples of other Council’s newsletters to next meeting

093/118 **VILLAGE HALL**

Mrs Carman, having declared an interest as a member of the Village Hall Committee, gave a short statement and then left the meeting during this item. The Council considered Ms Snowling’s email. The general feeling of the meeting was that a better working relationship with the Village Hall should be sought.
Clerk to respond to Ms Snowling and ask if she would like her email forwarded to the Village Hall Committee

093/119 **CLERK’S REPORT**

1. Budget/precept: it would appear that one unforeseen aspect of the Localism Bill is that it is necessary for Councillors who live or own property in the Parish to gain a dispensation from the Council’s Proper Officer to allow them to discuss and set the budget and precept requirement. (This comes under ‘Disclosable Personal Interests’). For me, the Council’s ‘Proper Officer’, to be allowed to grant these dispensations the Council needs to agree a motion giving me that power. Councillors will then have to apply to me in writing for the dispensation. **Next agenda**
2. NCC Highways contacted me as a follow up to queries we raised: A3 sized roadside sign which displays the actual speed is available for loan (usually two weeks/one month) depending on location and NCC agreeing it would be a useful site. Alternatively a new sign (Slow Down) like the one near the school can be purchased for approx £8000. Finally, a street light could be installed for approx £1,200 (I did query this price — we think that is installation alone – Council would need to purchase the light standard as well) Clerk to enquire about A3 signs

3. Section 137;
   (i) Broadland Home Watch Association asks if the Council could make a donation. No
   (ii) Citizens Advice Bureau, North Norfolk asks if the Council could make a donation. AGREED to donate £50

4. NCC Highway rangers due to visit w/b 10 December. Any tasks please let me know. Noted

5. Annual return: having not heard from Mazars I emailed them to ask if there was a problem. They confirmed they had posted the return to me at the end of August. I have asked them to send me a certified copy as I have not received the original. Noted

6. Members will recall the correspondence we had with the Market Surgery regarding the weekly surgeries held in Cawston. I have now received a further complaint for a parishioner regarding the situation – according to her four out of the scheduled five visits were cancelled last month. Clerk to write to Surgery again, with copy to PCT

7. Cemetery: I have received a card from a couple in Scotland who visit their son’s grave in Cawston every year. They write to say how well-kept the cemetery is and to pass their thanks on the contractors. Noted

8. Playing Field signs were received this morning. Noted

CORRESPONDENCE
- NRCC, Newsletter
- BDC, Broadsheet (newsletter regarding trees)
- Norfolk Police Authority: the new Police Commissioner will be holding public consultations on the precept for 2013/14. Date 18 December, 11am
- Clerks and Councils Direct, November 2012

093/120 ITEMS FOR INFORMATION / NEXT AGENDA
None

093/121 DATE OF NEXT MEETING Thursday 20 December at 7.00pm.