CAWSTON PARISH COUNCIL MEETING – 16 JANUARY 2014
DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 16 January 2014, the following members were present:

Mr P E Soanes (Chairman)
Mr J Livingstone; Mrs TCarmen; Mr B Schuil;; Mrs T J Durrant; Mr A Lee; Mr J Gilbert;
In Attendance
PCSO Bridges; PC Benson; Mr P Courtier (Broadland District Council)
Mr LR Mills (Clerk of the Council); two members of the public

095/167 APOLOGIES FOR ABSENCE

Mr D Cook

095/168 DECLARATIONS OF INTEREST

None

095/169 MINUTES

The Minutes of the meeting held on 19 December 2013 having been circulated to all members were approved by the Council and signed by the Chairman.

095/170 ADJOURNMENT

AGREED to adjourn the meeting for the following three matters:

(i) Public participation

Referring to recent minutes Mrs T Wilkinson asked that it be noted that she has not spoken to Mr Sutton with regard to any of the matters he has raised in his recent correspondence with the Council.
She also asked if any action will be undertaken with regard to the dead tree near the war memorial in the cemetery.
Mrs Wilkinson also offered her help with the Emergency Plan, and said that she was happy to help out in any way she can.
The Council noted her comments and thanked her for her kind offers of help.

(ii) Police Liaison Officer’s Report

PCSO Bridges tabled his report. He and PC Benson answered questions regarding the recent theft of the Playing Field gates.

(iii) Mr Phil Courtier, Head of Planning, Broadland District Council

Mr Courtier gave brief explanations regarding Parish Council’s representations on planning applications, the Community Infrastructure Levy, and the Site Allocations Document.
He then took questions and discussed these matters with councillors.

095/171 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) Care Home: Clerk reported he had rung the owners on two occasions but had been unable to contact the person who was dealing with the Care Home. Clerk instructed to write to the company.
095/171 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA (continued)

(ii) Bus shelter: Clerk reported that he will be meeting with NCC Highways Dept next week
(iii) BDC Public Consultation Review: no response
(iv) BDC: initial inquiry regarding approach to CIL: AGREED that at present the Council believes that, in principle, a formal agreement with BDC on CIL income and expenditure would be of interest. Clerk to inform BDC.

095/172 PLANNING

App 20140001, the Woodrow, Holt Road. Conversion and internal alterations of former function room. The Council has no objection provided that any conversion is completed with due regard to the character of the building.

095/173 FINANCE

PAYMENT OF ACCOUNTS: it was AGREED that payment totalling £1828.88 be approved and the necessary cheques be signed by two authorised members. (The invoices and cheques were scrutinised by Mrs Durrant.)

095/174 REPORT OF THE CLERK OF THE COUNCIL

(i) INTERNET DOMAIN ETC: InTouch have confirmed the order to direct all Cawston-pc.gov.uk traffic to the Council’s website. As soon as it is functioning I will ensure it appears on all Council papers Noted

(ii) PLAYING FIELD GATES: the gates were stolen on the night of 21/22 December 2013. I have reported the matter to the Police and our insurers. The insurance company have asked for two quotes to replace them. I have already obtained one quote and am chasing a second. Noted

(iii) TREES: the Council’s Tree warden will be attending next month’s Council meeting to discuss future plans Noted

(iv) CAWSTON CHAMPION: I have received one nomination so far – could Councillors try to generate some more? Noted

(v) GNPD, the Joint Core Strategy has been adopted by the relevant Councils. Noted

(vi) NALC are holding a one day training course in March, “End of Year Training” for Clerks. Cost is £45. APPROVED

CORRESPONDENCE

- LOLA STAFFORD CONSULTING: Broadland NEET Peer Mentoring Project*
- POLICE AND CRIME COMMISSIONER FOR NORFOLK: Precept survey*
- BDC, Spring Sportivate Courses*
- BDC, Emergency Heaters Scheme*
- NRCC, Forthcoming events (Norfolk’s Poor Land / Energy Best Deal)*
- Clerk and Councils Direct, Jan 14

095/175 BUDGET 2014-2015

AGREED to set precept for 2014/2015 at £26,000

Budget (as attached) APPROVED
095/176 CASUAL VACANCY

Two applications having been received it was AGREED to interview both applicants before the February meeting. Clerk to arrange.

095/177 PARISHIONERS’ CORRESPONDENCE

Mr Sutton’s email of 9th January, having been circulated to all members, was discussed. It was AGREED that the Clerk email Mr Sutton informing him that the Council has nothing further to add to their recent letters.

095/178 SUBSTATION NOISE

It was AGREED that Mr Livingstone to contact some of those who have expressed concern and see if there is a way of taking this matter forward. Mr Livingstone to liaise with the Clerk and to report to the full Council.

095/179 PLAYING FIELD

(i) ACCESS: AGREED to accept Mr Lee’s offer to erect temporary heras fencing across both entrances, whilst ensuring that the Emergency Services still have access to the field.

(ii) TREES/BUSHES: AGREED that the hedge at between the field and the houses on Chapel Street should be reduced to a height of two metres. Clerk to obtain quotes for consideration at next meeting.

095/180 VOLUNTEERS

It was AGREED that any Councillors who were free would help to remove the dead tree mentioned by Mrs Wilkinson earlier in the meeting.

Mr Schuil and his wife volunteered to clear the litter from the Playing Field over the coming year, thus hopefully saving the Council some money. Mr Schuil was thanked by the meeting for his generous offer.

It was also AGREED that Mr Livingstone and Mrs Carman would co-ordinate an attempt to involve more parishioners in the work of the Council. Initially they will advertise in the Parish Magazine and contact local groups and organisations.

095/181 ITEMS FOR INFORMATION/FUTURE AGENDA

Standing Orders review; Tree management; American War Memorial; Bus shelter; Casual Vacancy

095/182 DATE OF NEXT MEETING

20 February 2014

There being no further business the Chairman thanked everyone for attending and declared the meeting closed at 9.35pm