CAWSTON PARISH COUNCIL MEETING – 18 SEPTEMBER 2014
DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Bowls Club, Norwich Road, Cawston on Thursday 18 September 2014, the following members were present:

Mr P E Soanes (Chairman)
Mrs T Carman  Mrs T J Durrant
Mr B Schuil  Mr G Sinclair
Mr N Milton  Mrs S Spencer

In Attendance
Mr LR Mills (Clerk of the Council)

096/086 STANDING ORDERS

It was AGREED to delete Standing Order 3(k) with immediate effect.

096/087 APOLOGIES FOR ABSENCE

Mr J Livingstone; PCSO Bridges; Mr J Joyce (District and County Councillor)

096/088 DECLARATIONS OF INTEREST

Mr P Soanes: Planning application
Mrs T Durrant: Planning application / Bowls Club

096/089 MINUTES

The Minutes of the meeting of the Council held on 21 August 2014 having been circulated to all members were approved as a correct record by the Council and signed by the Chairman

096/090 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) Dog litter signs: Broadland District Council has confirmed that it will affix “No Fouling” signs to the posts

(ii) Volunteers: Mrs T Carman reported that one parishioner had volunteered to keep their eye on the community noticeboards and to tidy them up.

(iii) Welcome Pack: Mrs T Carman reported that she had made some changes to the sheet and would be emailing a copy to all councillors and the clerk. It was AGREED that businesses would not be included at this time.

096/091 POLICE LIAISON OFFICER’S REPORT

The Clerk tabled the report on behalf of PCSO Bridges. There were no questions.

096/092 DISTRICT/COUNTY COUNCILLOR’S REPORT

There was no report in the absence of Mr Joyce
CHAIRMAN’S REPORT

Mr B Schuil and his wife had worked very hard with the chairman in trimming the hedge as requested by Mr Chisman. They had also cleared some bushes which were overgrowing graves and tidied the bush near the war memorial. The Council thanked all three for their time and hard work.

PLANNING

(i) Planning applications
App# 20141184, Hill House, Heydon Road; amendment (repositioning of access)
The Council SUPPORTS this amendment.

App# 20141413, 5 Easton Way, Eastgate; demolition of existing garage. Construction of two storey extension to west gable and single storey linked extension to rear.
Mrs Durrant, having declared an interest, took no part in the vote
The Council SUPPORTS this application

App# 20141456, land adjacent to Brandiston Road, Cawston; removal of approx 60m of hedgerow. The chairman, having declared an interest took no part in the discussion or vote
The Council SUPPORTS this application

App# 20141468, Cawston House, Holt Road; change of use of agricultural land for storage of caravans and motorhomes
The Council SUPPORTS this application

App# 20141475, Oulton Airfield, Oulton; the Council has no response to this application

App# 20141374, Holt Road; Site for display of free-standing non-illuminated advert.
The Council OBJECTS to this application as it goes against Norfolk County Council Highways Department’s attempts to reduce roadside clutter, the proposed site is too large, and adverts at this location will distract drivers at a dangerous roundabout

App# 20141506, Wood Farm, Brandiston Road; change of use of agricultural barn to residential dwelling.
The chairman, having declared an interest took no part in the discussion or vote
The Council SUPPORTS this application with following conditions: that the developer funds the extension of the thirty mile an hour speed limit along Brandiston Road, and funds the installation of a footpath alongside the road as far as the entrance to the development

The Clerk to inform Broadland District Council of the Council’s opinions.

(ii) Appeal by Smiths of Honingham regarding refusal of application on land off Fred Tuddenham Drive. Mr Schuil reported that he had been notified that the appeal had been dismissed
096/095 FINANCE

(i) INSURANCE
It was AGREED to raise the level of cover for street furniture to £25,000 and remove
the cover of the large football goals.

(ii) PAYMENT OF ACCOUNTS: The invoices and cheques were scrutinised by Mrs
Durrant. It was AGREED that the following payments be approved and the necessary
cheques signed by two authorised members.

Garden Guardian: Grounds maintenance: £699.80
TTJones Electrical: Street light maintenance: £181.87
L. Mills: Salary/expenses: £552.40
T. Lubbock: Safety inspection/litter clear; £53.80
Norfolk Pension Fund; Pension; £135.19
Broker Network; £47.95

096/096 REPORT OF THE CLERK OF THE COUNCIL

(i) USA WAR MEMORIAL: I understand that Mr Howard’s contractors will be
replacing the wooden mount and refixing the plaque.
(ii) ANNUAL RETURN: the external auditors have confirmed that the Annual return is
accepted as accurate. The Return and the Notice of Right to Inspect are displayed on
the noticeboard
(iii) RECYCLING WORKSHOP: three members have expressed a wish to attend.
(iv) SECTION 137: Norfolk Accident Rescue Service has asked for a donation
(v) BROADLAND HOME WATCH, has now been officially disbanded
(vi) COUNCIL WEBSITE, as instructed I have added a ‘Links’ page

CORRESPONDENCE
- NCC, BUDGET 2015/18, they will be consulting on priorities
- NRCC, Signpost magazine, summer 2014
- BDC, BROADLAND SPORTS AWARDS, nominations open until 26th Sept*
- NORFOLK PLAYING FIELD ASSOCIATION, summer newsletter*
- NORFOLK CONSTABULARY, survey of users’ opinions re their website

096/097 CASUAL VACANCIES
No responses had been received.

096/098 BOWLS CLUB

Having declared an interest Mrs Durrant did not vote on Items (ii) and (iii)

(i) Cemetery extensions: no response yet from Diocesan Registry

(ii) use of Bowls Club: it was AGREED to pay Bowls Club £10 per evening meeting
096/098 BOWLS CLUB (continued)

(iii) Bowls Club rent: it was AGREED that the rent for the period 2016 to 2021 should start at £300 for the first year and to rise by inflation (RPI) each following year. Review at start of 2021/22.

(iv) Cemetery bushes: Mr Howard informed the chairman that these were Italian laurels and could be cut back “very hard”. It was AGREED that councillors will meet to cut back these bushes and remove brambles.

(v) Cemetery gates: it was AGREED that a quote should be obtained for the renovation for the gates at the Norwich Road end of the cemetery.

096/099 FINANCIAL REGULATIONS

It was AGREED to adopt the Financial Regulations as attached to these minutes

096/100 STREET LIGHTING

It was AGREED to replace the obsolete lights situated outside the Village Hall with LED lights. Also AGREED to turn one light round so that both lights shine over the pavement. Council reaffirmed that all street lights will be replaced by LED lights as they become obsolete.

096/101 PLAYING FIELD

(i) Bushes: AGREED that councillors will trim the growth around the play areas

(ii) Play equipment: AGREED to replace “Swinging Nest” wires with chains, and to order Allen key. Clerk to write to Oakes Trust inquiring about possibility of financial help with costs.

(iii) Entrances: Clerk reported he had had no response to his inquiry regarding a new sign. He will contact other firms. Mr Schuil reported that the new gates were now in the firm’s work schedule. The hinges will be drilled and pinned to try to make them as theft proof as possible.

096/102 COMMUNITY GROUPS

It was AGREED to continue adding links to the website and continue reports to North Norfolk News and Parish Magazine

096/103 PARISHIONERS’ CORRESPONDENCE

(i) Mr Rolph: Council AGREED that Mr Rolph’s letter repeated his comments of last year. Clerk instructed to reply with responses and to state that nothing had changed.

(ii) H. Pepper: Council instructed Clerk to contact Gray’s Funfair to obtain more details

(iii) Mrs Rossington: Council AGREED that the Clerk to reply correcting the factual inaccuracies contained in her letter regarding the Cemetery/Allotment hedges.

(iv) Reepham life: Council is disappointed at the comments by the editor in the latest issue of his magazine.
096/104 ITEMS FOR INFORMATION/FUTURE AGENDA

INFORMATION:
Care Home: Mr Schuil drew the Council’s attention to the advertisement of Job Vacancies currently on the owner’s website

Bowls Club: Mrs Durrant reported that they hope to replace the shed at the end of the building with a brick structure

FUTURE AGENDA
Christmas Tree (Mrs Carman)
Area on High Street at junction with Church Lane (Mr Livingstone / Mr Schuil)

096/105 DATE OF NEXT MEETING

16 October 2014 at the Bowls Club, Cawston

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