CAWSTON PARISH COUNCIL MEETING – 20 NOVEMBER 2014
DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Bowls Club, Norwich Road, Cawston on Thursday 20 November 2014, the following members were present:

Mr P E Soanes (Chairman)  
Mr J Livingstone  
Mr T J Durrant  
Mr B Schuil  
Mr G Sinclair  
Mrs T Carman

In Attendance
Mr LR Mills (Clerk of the Council) and two members of the public

096/125 APOLOGIES FOR ABSENCE

Mr N Milton; Mrs S Spencer; PCSO Bridges; Mr J Joyce (District and County Councillor)

096/126 DECLARATIONS OF INTEREST

Mr Livingstone: Planning

096/127 MINUTES

The Minutes of the meeting of the Council held on 16 October 2014 having been circulated to all members were approved as a correct record by the Council and signed by the Chairman

096/128 CASUAL VACANCIES

(i) It was proposed by Mr Livingstone, seconded by Mr Sinclair, that Mrs Jane Buttifant be co-opted onto the Council.

(ii) Mr David Noble (having been co-opted at the October meeting, minute 096/110 [i]) and Mrs Buttifant signed their Declarations of Acceptance of Office. These having been witnessed by the Clerk, Mrs Buttifant and Mr Nobel took their seats as members of the Council

096/129 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) US WAR MEMORIAL: It was noted that the War Memorial had yet to be repaired as promised by Mr Howard. Mr Livingstone to contact Mr Howard.

(ii) CHRISTMAS TREE: Mr Schuil reported that he had obtained a Christmas tree and that it had been installed in front of the Village Hall.

(iii) PLAYING FIELD GATES: Mr Schuil reported that the gates for the Chapel Street entrance were presently at the galvanisers. He would continue to liaise with the firm.

(iv) RECYCLING: the Clerk reported he written to the contractor as instructed, but had yet to have a reply. This matter to be placed on January agenda
096/129 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA (cont)

(iv) SUBSTATION ‘HUM’: Mr Livingstone reported that the group had met with Statkraft, the operators of the Sub-Station. They had agreed to appoint a consultant to examine the problem – they will send Mr Livingstone copies of the tender document.

(v) LAND ON HIGH STREET AT JUNCTION WITH CHURCH LANE: the Clerk reported he had written to Wherry Housing but had yet to receive a reply. Clerk instructed to write again.

096/130 PUBLIC

None

096/131 POLICE LIAISON OFFICER’S REPORT

The Clerk tabled the report on behalf of PCSO Bridges. The Clerk was instructed to ask the Police if they attend after every report of a crime at Cawston Park.

096/132 DISTRICT/COUNTY COUNCILLOR’S REPORT

There was no report in the absence of Mr Joyce

096/133 CHAIRMAN’S REPORT

The Chairman reported that he, along with Mr and Mrs Schuil, had been cutting back the hedges to make the play areas more accessible. He and Mr Schuil had also erected the sign at the Village Hall entrance to the Playing Field. Along with the Clerk he had met with Mr Chisman to discuss the upkeep of the hedge at the Cemetery. He had also laid the poppy wreaths on Remembrance Day. He had also received complaints from parishioners regarding the size of a garage being erected at Glebe Crescent. He had checked with BDC Planning Department and they had confirmed it was within the agreed limits defined by the Planning Permission. He said that he wanted to especially thank Mr and Mrs Schuil for all their work over the past month.

096/134 PLANNING

- App no 20141761, Holme Hale, Chapel Street, Cawston; erection of single storey outbuilding. Mr Livingstone declared an interest and took no part in the discussion or vote. The Council agreed to SUPPORT this application

- App no 20141850, No 13b High Street, Cawston; single storey rear extension. The Council SUPPORTS this application

- App no 20141711, Dovecote Barn, Crow Hall Farm, Cawston; insertion of two conservation rooflights, garden office, garden shed. The Council SUPPORTS this application. The Clerk to inform Broadland District Council of its views
096/135  FINANCE

(i) 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
IRS Limited: Notice: £95.88
L. Mills: Salary/expenses: £492.19
T. Lubbock: Safety inspection/litter clear: £43.80
P. Soanes: Concrete for notice: £6.99
Royal British Legion: poppy wreaths: £36.00
ESPO: stationery: £46.43
Norfolk Pension Fund; Pension: £135.19
Reepham Printing Services: printing: £30.00

(ii) BUDGET AND PRECEPT 2015 – 2016
The Clerk tabled a draft budget which was discussed by Council. Mr Livingstone said that he thinks the way this budget is presented does not make sense. It was agreed to defer further discussion to the next meeting.

096/136 REPORT OF THE CLERK OF THE COUNCIL

(i) FUNFAIR: Mr Gray was busy until mid November. He said he would contact the Clerk when he was free. Noted
(ii) CEMETERY BENCH: the metal memorial bench located in the Cemetery has again been broken. The contractor had accidentally knocked it and the legs had cracked through. He has ordered a new one and it will be installed soon. Noted
(iii) CAWSTON HEATH TRUST: Mr Nunn had emailed the Clerk to say that it was agreed that if the Council wanted information on the Trust they should ask their representative. Mr Schuil will try to resolve.
(iv) CEMETERY HEDGES: These have now been cut back as per the contract. I believe they have done a very good job. Noted
(v) PLAYING FIELD: received an email from Broadland District Council Environmental Protection. They had received an email from a parishioner stating that her dog had been poisoned by a mushroom on the Playing Field. The parishioner had also posted this on the Cawston Village page of Facebook. Noted
(vi) GRIT BIN: a parishioner has requested that the Parish Council applies for permission to install a grit bin at Gayford Road. She would be willing to contribute to the cost. Clerk to apply to Norfolk County Council.

096/137 MEETING VENUE

AGREED that Parish Council will meet at the Bowls Club until December 2015 when it will be reviewed again.

096/138 LAND ON HIGH STREET AT JUNCTION WITH CHURCH LANE

Concern expressed at state of this piece of land. Clerk to write to Wherry Housing to ask if they have any plans for it.
096/139 PARISH PARTNERSHIP SCHEME

It was AGREED to investigate the costs of a new pathway to Sygate.

096/140 EMERGENCY PLAN

In the absence of Mr Milton it was AGREED to defer this subject to next month.

096/141 JUBILEE SEATING AREA

General agreement that this is a ‘dead’ space. To be considered at next meeting.

096/142 PARISHIONERS’ CORRESPONDENCE

None

096/143 ITEMS FOR INFORMATION/FUTURE AGENDA

INFORMATION:
Some staff have moved into the housing by the Care Home

FUTURE AGENDA
Defibrillator
Site Allocations (January 2015)

096/144 DATE OF NEXT MEETING

18 December 2014 at the Bowls Club, Cawston

There being no further business the Chairman thanked everyone for attending and declared the meeting closed at 9.20pm