CAWSTON PARISH COUNCIL MEETING – 19 FEBRUARY 2015
DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Bowls Club, Norwich Road, Cawston on Thursday 19 February 2015, the following members were present:

Mr P E Soanes (Chairman)
Mr B Schuil (Vice Chairman)
Mrs J M Buttifant; Mrs T J Durrant; Mr J Livingstone
Mr N Milton; Mr D Noble; Mr G Sinclair; Mrs S Spencer

In Attendance
Mr LR Mills (Clerk of the Council)
and one member of the public

096/185 APOLOGIES FOR ABSENCE
Mrs T Carman; PCSO Bridges; Mr J Joyce (District/County Councillor)

096/186 DECLARATIONS OF INTERESTS AND DISPENSATIONS
None

096/187 MINUTES
The Minutes of the meeting of the Council held on 15 January 2015 having been circulated to all members were approved as a correct record by the Council and signed by the Chairman

096/188 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) US WAR MEMORIAL: In response to a question from Mrs Spencer the Clerk replied that there had been no further action

(ii) FUNFAIR: In response to a question from Mrs Spencer the Clerk replied that he was still awaiting contact from Mr Gray as promised by him.

(iii) LAND AT JUNCTION OF HIGH STREET/CHURCH LANE: the Clerk reported that Wherry had sent him copies of Land Registry information showing that they do not own the land. They suggest it is probably part of the Highway. Clerk to investigate ownership further.

(iv) SITE ALLOCATIONS: the Clerk reported he had written to the owner of the land at Gayford Road but had as yet not received a reply

(v) PLAYING FIELD GATES: Mr Schuil reported that the gates had been installed.

(vi) CARE HOME: Mr Schuil reported that an article had appeared in the local press in which the owners stated that it would be open on 1st April.

096/189 PUBLIC
It was AGREED to adjourn the meeting for a maximum of ten minutes to allow any members of the public to speak
Kirsty Murphy spoke regarding the rabbits on the Playing Field and the condition of her family’s land at the west of the Village Hall. She said she had checked their legal responsibilities in this area and consulted with various organisations including Norfolk County Council, Broadland District Council, Norfolk Wildlife Trust, and Natural England. She stated that the estimated cost of clearing the scrub from her family’s land and gassing the rabbits would be in the region of £15,000. Any fence constructed would need to be very deep. She asked if other land owners (including the station yard units, the railway line, the caravan park) received a letter similar to the one the Council had sent to her mother?

Ms Murphy then left the meeting

096/190 RECONVENE
It was AGREED to reconvene the meeting

096/191 POLICE LIAISON OFFICER’S REPORT
The Clerk tabled the report on behalf of PCSO Bridges.

096/192 DISTRICT/COUNTY COUNCILLOR’S REPORT
None

096/193 CHAIRMAN’S REPORT
The Chairman reported that the tree in the Cemetery which was planted in commemoration of Princess Diana had fallen over. Upon inspection it was found to be rotten so he had removed it. It was AGREED to replace the tree up to a cost of £50. Mr Schuil will organise

096/194 PLANNING
App 20150184, Single storey rear extension, 19 Norwich Road, Cawston
The Council agreed to SUPPORT this application. The Clerk to inform Broadland District Council of its views.

096/195 FINANCE
PAYMENT OF ACCOUNTS: The invoices and cheques were scrutinised by Mrs Durrant. It was AGREED that the following payments totalling £1533.38 be approved and the necessary cheques signed by two authorised members.

Garden Guardian: Grounds maintenance: £699.80
E.On: street lighting energy: £71.97
L. Mills: Salary/expenses: £497.16
T. Lubbock: Safety inspection/litter clear: £43.80
Berryman: glass recycling: £52.49
Norfolk Pension Fund: Pension: £138.16
NRCC Oil Club membership; £20.00
096/196 REPORT OF THE CLERK OF THE COUNCIL

(i) CAWSTON CHAMPION: no nominations received as yet noted
(ii) NCC HIGHWAY RANGERS: due to visit early March. Any tasks to Clerk by 24th February noted
(iii) CITIZENS ADVICE BUREAU ask if Council will complete a survey for them Mr Livingstone to complete
(iv) WNVCA / NRCC: proposal to merge West Norfolk Voluntary and Community Action with the Norfolk Rural Community Council. New organisation to be known as COMMUNITY ACTION NORFOLK noted
(v) STREETLIGHTING: enquiry from NCC asking if Parish Council would be interested in attending a workshop if they organised one Mr Livingstone requested further details

CORRESPONDENCE
NEIGHBOURHOOD DEVELOPMENT PLANS; letter from private company (Planning Progress) offering their services
NORFOLK RURAL COMMUNITY COUNCIL newsletter
BDC / ACTIVE NORFOLK, Norfolk Village Games
NORFOLK PLAYING FIELDS ASSOCIATION, newsletter
BDC, submission of Old Catton-Sprowston-Rackheath-Thorpe St Andrew Growth Triangle Area Action Plan to the Secretary of State for Communities and Local Government, for inspection noted

Mr Livingstone, following on from a weekly email sent out by NALC, felt it would be a good thing if two Councillors could attend a training session regarding Council finances. It was AGREED that two places should be reserved on the September sessions. It was also AGREED that the Clerk should attend a finance training session.

096/197 EMERGENCY PLAN

Mr Milton reported that he had met with Mr Gilbert. Mr Gilbert handed over the draft documents and promised to continue to help and support Mr Milton. Mr Milton has researched other Emergency Plans and believes it would be a good thing for Cawston. Mr Milton will produce a draft for the next meeting.

096/198 BEECH TREE SEATING AREA

The Clerk reported that he had written to the owners of the nearby house but had received no response.
Mr Sinclair reported that he had inspected the benches and that they are very well fixed in the ground.
It was AGREED to leave the site as it is.

096/199 CHARITIES

The Working Group further outlined its ideas contained in its paper, which had already been distributed to Councillors. Many organisations had been contacted and the response had been very positive.
096/200 RECYCLING

Clerk reported that he had sent the present contractor for metal recycling notice to remove his banks within the next seven days. He also confirmed that Indigo Services would be installing their own banks on 1st March. Clerk will also register the scheme with Norfolk County Council.

096/201 CEMETERY

It was AGREED to increase the fees for use of the cemetery by 5%, rounded up or down to the nearest £5
It was AGREED to remove Part 3, 1,(vi) thereby removing the option to have a kerbstone or border stone on a grave.

096/202 CHURCHYARD WALL

Mr Livingstone noted that some works are possibly necessary to the churchyard wall on Goosepie Lane, and that the ivy still needs dealing with in the SW corner of the churchyard.

It was AGREED that the Clerk should consult Richard Hendry regarding works to the wall. Councillors will try to clear the ivy on 14th March.

096/203 BUS STOPS

There was some discussion regarding the safety of buses stopping at the Market Place. Clerk to discuss with police.

096/204 BROADBAND SERVICE

Mr Schuil outlined his concerns regarding the supply of Broadband to certain areas of the parish. It was AGREED that the Clerk should write to Norfolk County Council regarding these concerns.

096/205 PLAYING FIELD

(i) It was AGREED to purchase a shelter for the playing field, with decking flooring at a total cost of £2080 exc vat. Most of this will come from S106 money

(ii) Mr Livingstone informed the meeting that the trees for the Wildlife Area should arrive in March. He will circulate the information to interested parties and Councillors have agreed to help plant them.

Mr Schuil said that he has nearly completed the trimming back of the hedge. This has saved the Council a substantial sum of money and the Council thanked him and his wife for all their hard work.

(iii) It was AGREED that the Clerk should contact Broadland District Council Planning Enforcement Department to discuss possible avenues to resolve the problem of the rabbits.
096/206 PARISHIONERS’ CORRESPONDENCE

The Clerk reported that he had written a letter in response to Mr Cook’s letters, as agreed at the previous meeting (096/180). Unfortunately Ms Stokes is intending to stand down as secretary of the Village Hall Committee. She informed the Clerk that Mr Cook was unwilling to enter into correspondence with him, and suggested that he write to Mr Livingstone instead. The Clerk has done this and there has been no response.

096/207 ITEMS FOR INFORMATION/FUTURE AGENDA

INFORMATION:
(i) Mr Schuil described the situation regarding water on the highway outside the Ratcatchers public house. Clerk instructed to write to Norfolk County Council Highways about the problem.

FUTURE AGENDA
Emergency plan
Beech Tree Area
Charities
Rabbits/Playing Field
Wheelie Bins

096/208 DATE OF NEXT MEETING

19 March 2015 at the Bowls Club, Cawston

096/209 EXCLUSION OF PRESS AND PUBLIC

To exclude the press and public under the Public Bodies (Admission of Strangers) Act 1960 during discussion of the following confidential items relating to employment contract matters. AGREED

096/210 EMPLOYMENT MATTERS

On the proposal of Mr Livingstone it was AGREED by a majority vote to ask the Clerk to leave the meeting.

The Clerk left the meeting.

It was AGREED that the Chairman should update the Clerk on decisions and also to contact NALC for advice.