CAWSTON PARISH COUNCIL MEETING – 17 SEPTEMBER 2015

DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Bowls Club, Norwich Road, Cawston on Thursday 17 September 2015, the following members were present:

Jane Buttifant (vice-chair)
Theresa Carman, Thelma Durrant, James Livingstone,
Stephanie Spencer, Graham Sinclair,

In Attendance
Lloyd Mills (Clerk of the Council), James Joyce (County Councillor) and four members of the public

Jane Buttifant chaired the meeting in the absence of Brian Schuil

097/075 APOLOGIES FOR ABSENCE

Apologies for absence were received from Brian Schuil (Chairman); David Noble; Paul Soanes, Greg Peck (District Councillor), and PCSO Bridges

097/076 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None

097/077 MINUTES

The minutes of the Parish Council meetings held on 20 August 2015 and 28 August 2015, having been circulated to all members, were confirmed as an accurate record and signed by the Chair

097/078 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) SUBSTATION 'HUM' : James Livingstone reported that the group concerned with the noise will be meeting with the owners soon
(ii) LAND AT HIGH STREET/CHURCH LANE: Clerk reported that Circle Housing had acknowledged their ownership and were instructing Norse to take over maintenance of the site
(iii) SOLICITORS: Clerk reported that the documents have been transferred to Hansells. He has sent them a letter confirming the Council's wish to use their services and requesting a guide to their charges
(iv) PLAYING FIELD EQUIPMENT: the Clerk confirmed that the repairs should be undertaken very soon

097/079 PUBLIC PARTICIPATION

Concerns were expressed at the speed of traffic along Brandiston Road. Want the 30mph limit extended further along the road. The Clerk explained the contacts he had had with NCC Highways regarding this matter.
Clerk will organise a site meeting with Co. Cllr James Joyce and NCC Highways and will keep the parishioners updated.

Another parishioner expressed his continuing concern at motorcycles coming through the village on Friday evenings.

097/080 POLICE LIAISON OFFICER'S REPORT

In the absence of PCSO Bridges the Clerk tabled the report.

097/081 COUNTY/DISTRICT COUNCILLORS' REPORTS

(i) County Councillor James Joyce explained that budgets were being cut over the next three years. School results have been very good this year, including Cawston. He feels there is a need for Councils to work more closely together. He also gave an update on the recently agreed pedestrianisation schemes in Norwich

(ii) The Clerk tabled the report of District Councillor Greg Peck:
Broadband and Mobile Phone Signals.
As part of a Broadland District Council initiative to get super fast broadband and mobile phone coverage to all parts of Broadland, I have been carrying out a survey of Broadband strength and Mobile phone signals in the Eynesford Ward. I have included both business and private users in Cawston in the survey. Once all the data is collected the District Council will be working with the Government and the providers to improve the service to all areas.
Cawston Care Home.
As requested I have raised the issue of Cawston Care Home with Broadland District Council Planning Department. You are probably more aware of the history than I am. The home was built in Paul Engelhard Way as part of a 106 agreement when the new houses were built at the land to the rear of the winery. I spoke with Matthew Rooke the Area Planning Manager and he confirms that the District Council are also very anxious to see the home open, not least because part of the 106 agreement means that 7 units/homes within the development have to be affordable and reserved for Cawston residents. If they don't become available the District Council will have to find another 7 affordable homes in the area to meet their quota.
Unfortunately, Broadland District Council is unable to force a private developer to open or complete a building. I have been trying to get answers out of the Developer but they asked me to email my questions. I have done so but as of the time of writing this they have not come back to me.
I will follow this up when I get back from my holiday on the 18th September.
Concern was also expressed to me about the waste land at the end of Fred Tuddenham Drive adjacent to the Care Home and the possibility of it being developed. Matthew Rooke assures me that no development will be granted on that land (a previous application was turned down) because it is outside the designated development footprint of Cawston.

097/082 PLANNING

(i) App 20151358, Wood Farm, Brandiston Road, Cawston; Change of use of agricultural barns to residential dwelling – revised scheme.
The Council SUPPORTS this application

Clerk to forward Council's opinions to relevant authorities

097/083 FINANCE

ACCOUNTS FOR PAYMENT: Thelma Durrant having checked the invoices against the payments it was **RESOLVED** that the payment of the following accounts totalling £3249.42 be approved and the necessary cheques signed by two authorised members.

Mazars LLP, Annual audit, £240.00
Garden Guardian Ltd, grounds maintenance, £706.80
T.Lubbock, safety inspection and recycling area tidy, £43.80
E.On, street lighting electricity, £97.25
L.Mills, salary/expenses, £630.69
URM(UK) Ltd, recycling, £7.81
Norfolk Pension Fund, pension, £140.87
Broadland Products, cemetery gates refurbishment, £1248.00
Norfolk Parishes Training Partnership, councillor training, £35.00
HMRC, PAYE, £99.20

097/084 CLERK'S REPORT

Cemetery gates have been completed and reinstalled. *Noted*
Reminder that Broadland District Council is holding a Planning Introduction/Refresher evening on Wednesday 30th September from 6.30 at their Norwich offices. This is a free event. Any councillors wishing to attend please let me know *Noted*

CORRESPONDENCE

COMMUNITY ACTION NORFOLK, September newsletter
COMMUNITY ACTION NORFOLK, funding newsletter
CLERK AND COUNCILS DIRECT, September

097/085 CASUAL VACANCIES

No further developments

097/086 VILLAGE HALL

(i) COUNCIL REPRESENTATIVE REPORT: a meeting of the committee is due to be held next week
(ii) CCTV: Theresa Carman had looked into costs and it would be approx £300 to install an improved system facing the gates. Council agreed in principle – will await further details and results of next week's Village Hall Committee meeting before making a final decision.

097/087 INTERNAL AUDITOR'S REPORT

It was AGREED to appoint an Internal Control Officer as recommended by the Internal Auditor. Stephanie Spencer proposed, James Livingstome seconded, that Jane Buttifant be appointed for the year September 2015 to September 2016. ICO to report to Council once every quarter.

It was AGREED to review the Council's Risk Assessment at the next meeting

097/088 APPEARANCE OF PARISH

Brian Schuil's wife has tidied the 'beech tree seating area' on the High Street. The Council is very grateful for all her work.

It was **AGREED** to plant daffodils in areas owned by the parish council.

097/089 LUNCH CLUB

It was noted that the Lunch Club will continue as an autonomous group run by its constituent members. It was **AGREED** that Stephanie Spencer should be the Council's representative.

The Cycle event was a great success. The Council appreciates all the hard work put in by many people and would especially like to thank Mr Paul Wilkinson for all his efforts. Stephanie Spencer presented a cheque for £491.58 to the Council, this being the profits made during this event.

097/090 WILDLIFE AREA

No update

097/091 FUNFAIR

Graham Sinclair will continue to liaise with Mr Gray

097/092 PARISH PARTNERSHIPS SCHEME

The Clerk updated the Council regarding his contacts with NCC Highways. It was AGREED to defer any further consideration of this matter to the next meeting when full costings and more details will be available

097/093 GRANTS

It was AGREED that Brian Schuil should complete applications to Sheringham Shoal Charity regarding replacement lights and nest swing

097/094 FOOTPATH

James Livingstone updated the council. It was **AGREED** that the Clerk should write to the land owner. James Livingstone to draft the letter.

097/095 PARISHIONERS' CORRESPONDENCE

This matter had been discussed during the time allowed for Public consultation (see above 097/079) and the matters agreed then were duly confirmed by the Council.

097/096 ITEMS OF INTEREST / FUTURE AGENDA

Future agenda:
Seating on Playing Field
Council's use of social media
Village Hall CCTV
Review Risk Assessment
Appearance of Parish (November)

097/097 DATE OF NEXT MEETING

Thursday 15 October 2015

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 9.00pm