CAWSTON PARISH COUNCIL MEETING – 18 FEBRUARY 2016

DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 18 February 2016, the following members were present:
Brian Schuil (Chairman)
Jane Buttifant (vice-chair), Richard Coard, Thelma Durrant, James Livingstone, Graham Sinclair, Stephanie Spencer, Simon Wilkinson

In Attendance
Lloyd Mills (Clerk of the Council)

097/173 APOLOGIES FOR ABSENCE

Apologies for absence were received from David Noble, Theresa Carman, Paul Soanes, James Joyce (County Councillor), Greg Peck (District Councillor), PCSO Bridges

097/174 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None

097/175 MINUTES

The minutes of the Parish Council meeting held on 21 January 2016, having been circulated to all members, were considered and they were confirmed as an accurate record and signed by the Chair

097/176 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) Substation hum: James Livingstone reported that the group will be meeting with Statkraft soon.

(ii) Streetlights: the LED lights have been installed and the Chairman has written to Sheringham Shoal Fund to thank them.

(iii) Playing field hedges: the Chairman reported that the work along the Chapel Street side had been completed satisfactorily. Unfortunately there has been some damage to the newly planted daffodils by persons unknown.

(iv) Bowls club: workmen have expressed some concern at the safety of two trees. It was AGREED that this matter should be dealt with as soon as practicable by the Chairman and Clerk.

097/177 PUBLIC PARTICIPATION

None

097/178 POLICE LIAISON OFFICER’S REPORT

In the absence of PCSO Bridges the Clerk tabled the report.
097/179 DISTRICT and COUNTY COUNCILLORS’ REPORTS

None.

097/180 PLANNING

None

097/181 FINANCE

(i) ACCOUNTS FOR PAYMENT: Thelma Durrant having checked the invoices against the payments it was RESOLVED that the payment of the following accounts totalling £9948.43 be approved and the necessary cheques signed by two authorised members.

- 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, £501.01
- URM(UK) Ltd, recycling, £18.00
- Norfolk Pension Fund, pension, £140.87
- TTJones Electrical, supply and installation of LED lights, £8345.70
- Society Local Council Clerks, Governance manual, £23.00
- Rod Buck, hedges cut, £72.00

097/182 CLERK’S REPORT

Cemetery management course: NALC, cost is £40 per delegate. AGREED Clerk to attend

Does the Council wish to comment on the Growth Triangle Action Plan produced by BDC? Noted

CORRESPONDENCE

(i) Mobile library timetable available
(ii) Norfolk Playing Fields Association, winter newsletter

097/183 PLAYING FIELD

It was AGREED to order one nest swing in a single bay from NGF Play Ltd at a cost of £3690 plus VAT (price to include safety matting, delivery and installation)

097/184 PRAYER OR AFFIRMATION AT MEETINGS

It was AGREED to adopt the following affirmation at meetings:

We hereby affirm that we will faithfully serve the residents of Cawston, act in accordance with the Council’s Code of Conduct, and fulfil all duties and responsibilities of a Parish Council to the best of our abilities, without fear, favour or prejudice.

This will be read aloud at the start of all meetings but will not be minuted.
097/185  PERMISSIVE PATH

James Livingstone updated the meeting. It was AGREED he should investigate costs and legal responsibilities further. The Clerk to update Mr Pye.

097/186  PARISHIONERS' CORRESPONDENCE

Following the receipt of an email regarding loose dogs on the playing field, and the problem of dog waste the Clerk reported that he had put up some more signs reminding users of their responsibilities. The Chairman will write an article for the Parish magazine.

097/187  ITEMS OF INTEREST / FUTURE AGENDA

Information: Graham Sinclair reported on developments regarding the flooding of Easton Way. Agreement has been reached between the landowner and Norfolk County Council to alleviate the problem.

Agenda: Permissive path (James Livingstone)

097/188  DATE OF NEXT MEETING

Thursday 17 March 2016 at Village Hall, commence 7.00pm

097/189

It was AGREED to exclude the press and public under the Public Bodies (Admission of Strangers) Act 1960 during discussion of the following confidential item.

With the agreement of the Council the Clerk left the meeting at this point.

097/190  EMPLOYMENT MATTERS

Jane Buttifant updated the meeting on the investigations she has underway and is waiting for information back. She will be arranging a meeting of the working party now that the Chairman is back from his holidays. The target of presenting to full Council at the March meeting remains.

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 8.08pm