CAWSTON PARISH COUNCIL MEETING – 21 JULY 2016

DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 21 July 2016, the following members were present:

- Brian Schuil (Chairman)
- Jane Buttifant, Richard Coard, Thelma Durrant, Graham Sinclair, Paul Soanes,
- Stephanie Spencer, Simon Wilkinson

In Attendance

Greg Peck (District Councillor), Lloyd Mills (Clerk of the Council) and two members
of the public

098/049 APOLOGIES FOR ABSENCE

Apologies for absence were received from James Livingstone and PCSO Bridges

098/050 DECLARATIONS OF INTEREST AND REQUESTS FOR
DISPENSATION

None

098/051 MINUTES

The minutes of the meeting of the Parish Council meeting held on 16 June 2016,
having been circulated to all members, were considered. They were confirmed as an
accurate record and signed by the Chair

098/052

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

098/053 CASUAL VACANCY

Mr Hellewell was interviewed

098/054 CASUAL VACANCY

It was AGREED to co-opt Andrew Hellewell as a member of the Council.
Mr Hellewell signed his Declaration of Acceptance of Office (witnessed by the Clerk)
and took his seat.
Jane Buttifant signed her Declaration of Acceptance of Office as Vice-Chair
(witnessed by the Clerk.)

098/055 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) Eastgate phone box: the Clerk is attempting to obtain a quote for the work but this
is proving difficult.
(ii) New bench for Playing Field: this has not yet been ordered.
(iii) The commemorative tree has been planted in the cemetery in the agreed
position
(iv) Correspondence with the landowner regarding the permissive path have
continued. It is hoped to complete the matter later this year
098/056  PUBLIC PARTICIPATION
Concern was expressed at the levels of dog waste being left on the streets and public areas of the parish. This caused much discussion and it was agreed that the Clerk would post more signs at the Playing Field and Cemetery, as well as on the website, noticeboards and social media. Chair will write another article for the Parish magazine.

098/057  POLICE LIAISON OFFICER’S REPORT
In the absence of PCSO Bridges the Clerk tabled the report. Councillors noted the future change in information provided.

098/058  DISTRICT COUNCILLOR’S REPORT
Greg Peck reported on the latest developments regarding the proposed Devolution in East Anglia. Broadland District Council voted in favour whilst Mr Peck voted against as he is opposed to the creation of a mayor.
He also reported that a small overall saving had been made last year in the homeless and rehousing budget whilst dealing with twice as many people as compared to the previous year.

098/059  PLANNING
App 20161047, Land adj. Poppy View, Buxton Road, Cawston: temporary siting of caravan
The Council SUPPORTS this application. Clerk will inform Broadland District Council.

James Joyce, County Councillor joined the meeting at this point

098/060  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 £3087.99 be approved and the necessary cheques signed by two authorised members.

Garden Guardian Ltd, grounds maintenance, £594.89
T. Lubbock, safety inspection and recycling area tidy, £43.80
C. Mead, cemetery tidy, £50.00
L. Mills, salary/expenses, £533.70
Norfolk Pension Fund, pension, £148.37
URM (UK) Ltd, glass recycling, £46.05
Aylsham Computers, annual support contract, £65.00
TT Jones Electrical, street lighting maintenance, £87.00
Hendry & Sons Ltd, churchyard wall repairs, £1239.18
D Gillett, tree works, £280.00

(ii) CHARITY AND TRUST BANK ACCOUNTS: the Clerk reported that Barclays Bank have reopened Current Accounts but that it would take eight to twelve weeks for the funds to be reinstated. AGREED to ask Charity Commissioners for advice as to how to proceed
(iii) STREET LIGHTING ELECTRICITY COSTS: the Clerk reported that the suppliers had passed a credit for £258.90. The latest bill was for £27.73. This is a reduction of over 66%. Bills will be deducted from the credit until it is all used.

COUNTY COUNCILLOR’S REPORT

NDR is progressing and should be completed by Christmas 2017. Consultations are now underway with the relevant local councils about the possibility of linking to A47

There will be a debate next week regarding the resettlement of 50 families from Syria. 86% of Norfolk schools are now at or above the national average standard. In light of the recent weather an extra cut of verges is being undertaken.

Stephanie Spencer left the meeting at this point

CLERK’S REPORT

(i) Better Broadband for Norfolk: a new cabinet will be installed at Eastgate
(ii) Highway Rangers will be doing their scheduled quarterly visit soon
(iii) Clerk confirmed he will be moving home soon
(iv) BDC, Overview and Scrutiny Committee, training evening to learn about the role of the committee. 20th September at 630 in Norwich. Cost £10 per delegate.
(v) Borough Council of Kings Lynn, briefing on Devolution, 23 August at 3pm.

CORRESPONDENCE

- BDC, Greater Norwich Local Plan Sustainability Appraisal Scoping Report Consultation*
- Community Action Norfolk, July newsletter*
- Environment Agency, works completed 2015-16 and works planned for 2016-17 in the Lower and Middle Wensum river systems
- The Growth Triangle Area Action Plan has been adopted by BDC. Details available from me
- Clerks and Councils Direct, July issue

INTERNAL AUDIT RECOMMENDATIONS

Jane Buttifant confirmed she will be undertaking the checks as requested. Other matters deferred.

PARISH PARTNERSHIPS 2017

Two matters were considered.
(i) Trods at Southgate, as requested by a parishioner. It was felt that, as this matter had been investigated a few years ago and found to be very expensive, that nothing would be gained by revisiting the matter at this time
(ii) Speed awareness signs: Council are keen on these and instructed the Clerk to obtain more information and costs regarding Speed Activated Mobile Signs and fixed VAS.

PLAYING FIELD

It has been reported that the multi climb frame has a very sharp edge. Chair said he would try to make safe, clerk to obtain replacement as soon as possible.
098/066  YEAR PLAN
Deferred

098/067  PARISHIONERS’ CORRESPONDENCE
(i) A letter had been received regarding the condition of the beds around the war memorial in the cemetery, and lack of commemoration for the Battle of the Somme. Mrs Schuil is willing to take over care of the beds if this is acceptable to those presently looking after it. Council AGREED to allow up to £50 to cover any costs towards its upkeep. Prior to the meeting the clerk had made an initial response to the parishioner with regards the Somme. The Council fully supported his statement that these services are usually organised by the Royal British Legion in conjunction with the Church. The Council also noted that it laid wreaths at both the War Memorial in the cemetery along with the US Air Force Memorial at the Church, on November 11 each year. Clerk to write again to parishioner reiterating the Council’s position.
(ii) Council also considered previous correspondence with a parishioner in Eastgate. The Council notes his comments but reiterates it has nothing further to add to its previous replies. Clerk to confirm this and to explain he his welcome to attend any Council meeting to raise the issues which concern him.

098/068  ITEMS OF INTEREST / FUTURE AGENDA
Information: Chair said he had attended the recent meeting of the Village Hall where a query was raised regarding the Council’s booking for the coming year. The Clerk confirmed he had sent these to the bookings secretary, Mrs Coard. The Chair also received a statement of accounts from the Village Hall. He will write an article for the Parish Magazine regarding street lighting electricity costs.
Agenda: Churchyard maintenance

098/069  DATE OF NEXT MEETING
Thursday 15 September 2016 at Village Hall, commence 7.00pm
It was AGREED that due to the lack of meeting in August the three signatories and Clerk are authorised to pay any outstanding accounts during the month.

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 20.50