CAWSTON PARISH COUNCIL MEETING – 16 MARCH 2017

DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 16 March 2017, the following members were present:

Brian Schuil (Chair)
Jane Buttifant, Richard Coard, Thelma Durrant, Andrew Hellewell, James Livingstone, Graham Sinclair, Paul Soanes, Stephanie Spencer.

In Attendance
Greg Peck (District Councillor) James Joyce (County Councillor) and Lloyd Mills (Clerk of the Council)

098/178 APOLOGIES FOR ABSENCE
Apologies for absence were received, and accepted from Simon Wilkinson, and PCSO Bridges

098/179 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION
None

098/180 MINUTES
The minutes of the meeting of the Parish Council meeting held on 16 February 2017, having been circulated to all members, were considered. They were confirmed as an accurate record and signed by the Chair

098/181 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA
High Street lighting: the Chair reported that all responses in his informal survey had been negative. In light of this the Council abandons the idea.

098/182 DISTRICT COUNCILLOR’S REPORT
Mr Peck spoke about the recently launched Dementia Cafe in Reepham. This is held every second Monday and he asked if the Parish Council could help advertise it. He also asked councillors to try to let people know. The next meeting will be held on Monday 10th April

098/183 POLICE LIAISON OFFICER’S REPORT
In the absence of PCSO Bridges the Clerk tabled his report on his behalf. Copies of the report from the Police Community Engagement Officer had been previously distributed.

098/184 COUNTY COUNCILLOR’S REPORT
Mr Joyce discussed the plans for the A47. He also discussed the growth of the Synergy Trust and the development of the local schools. Finally, he confirmed he will not be standing in the forthcoming County Council elections and thought this may well be the last chance he has to attend the Parish Council meeting as a County Councillor. The Parish Council thanked James for all his work on behalf of the residents of Cawston over the years and wished him well for the future.
098/185 PLANNING
The Clerk reported that application 20162200 (minute 098/146) had been withdrawn at the request of the applicant.

098/186 CHAIRMAN’S REPORT
The Chairman attended the public meeting held by Vattenfall regarding the installation of the wind turbine cables. They do not appear to affect Cawston. He also reported that Ruth Goodall, prospective candidate for County Council, has taken up the case of the Care Home in Cawston.

098/187 CLERK’S REPORT
(i) New Burials ledger is required. Cost is expected to be in the region of £300. AGREED
(ii) Price for new computer, printer, software and installation will be £693.66 plus VAT. AGREED
(iii) Clerk’s wages: in line with the wage agreements made 1st year the pay for SCP 24 will rise by 11.3pence per hour with effect from 1st April 2017. This was noted.
(iv) It was AGREED to increase the Clerk’s salary from SCP24 to SCP25 with effect from 1st April 2017.
(v) The rates of employer contributions towards the Norfolk Pension Scheme for the next three years were Noted.
(vi) Parish partnership 2016/17. The Council acknowledges the correspondence between the Clerk and Norfolk County Council Highways Engineer regarding removal of white lines and road narrows signs. the Parish Council stands by the agreement and believes the County Council should fulfil its obligations. Clerk to inform NCC of the Parish Council’s view.

098/188 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 £3168.11 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
- Oak street fabrications, repairs to skateboard park, £180.00
- J Hawke, tree removal/safety work, £257.00
- E.On, street lighting electricity, £28.62
- Came and Company, insurance 2017/2018, £1135.05
- Admin, costs/expenses £801.75
- S Spencer, leaflet printing, £19.00
- SLCC, annual subscription 17/18, £108.00

098/189 PLAYING FIELD
(i) Trees: Clerk reported that a poplar tree had fallen during Storm Doris, near to the Toddlers Play Area. The Chairman had made the area safe and the site was inspected by the Council’s Tree warden on 3rd March. He believes that the remaining trees require some work to ensure they are safe. Clerk to write to the landowner asking him to undertake the work.
098/189  PLAYING FIELD (continued)
For safety the Tree Warden recommends that the Toddlers' Play Area be closed if a wind speed of more than 32mph (Beaufort Scale 7) is forecast. The gate to the area will be locked and warning signs will be placed at the area if this occurs.

(ii) In light of the above the Chairman and Clerk will compile a report on tree works needed based on the recommendations of the last tree survey that was commissioned by the Parish Council

098/190  EMERGENCY PLAN
In the absence of Mrs Carman it was AGREED to defer this matter to the next meeting.

098/191  2017 PLAN
(i) VOLUNTEERS' EVENING: it is understood that emails have been sent to local societies etc  
(ii) VEGETABLE SHOW: this has now been renamed the Grow, Make and Bake Show. A quiz and a raffle are being held to raise funds. Two judges for each competition have been arranged.

098/192  OULTON AIRFIELD COMMUNITY GRANT
The Bowls Club are preparing an application.  
It was AGREED that an application for the Grow, Make, and Bake Show should also be made. Mrs Spencer to co-ordinate this.

098/193  PARISHIONERS' CORRESPONDENCE
None

098/194  ITEMS FOR INFORMATION / FUTURE AGENDA
AGENDA: 2017 plan; trees; grant application; emergency plan

098/195  DATE OF NEXT MEETING
Annual Parish Meeting: Thursday 20 April 2017 at Village Hall, commencing 7.00pm to be followed by Parish Council meeting commencing no earlier than 730pm

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 20.42