At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 21 June 2018, the following members were present:

Brian Schuil – Chairman
Jane Buttifant, Thelma Durrant, Richard Coard,
James Livingstone, Graham Sinclair, Stephanie Spencer

In Attendance
Two members of the public, Rev A Whitehead, and Lloyd Mills (Clerk of the Council)

100/023 APOLOGIES FOR ABSENCE
Apologies for absence were received from Andrew Hellewell, Paul Soanes, County and District Cllr Greg Peck.

100/024 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION
None

100/025 MINUTES
The Minutes of the Council meeting held on 10 May 2018 having been circulated to all members, were confirmed as an accurate record and signed by the Chairman.

100/026 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA
GRANTS: James Livingstone said that he will push on with the grant from Sheringham Shoal

100/027 ADJOURNMENT TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK
Further concerns regarding speeding in Sygate.

100/028 COUNTY and DISTRICT COUNCILLOR’S REPORT
In the absence of Cllr Peck the Clerk tabled his report:

Safeguarding. In my capacity as a member of the Adult Social Care committee I also sit on the independent Norfolk Adult Safeguarding Board, which is made up of agencies working together to tackle abuse. Safeguarding is preventing the physical, emotional, sexual, psychological and financial abuse of adults who have care and support needs, and acting quickly when abuse is suspected. It can also include neglect, domestic violence, modern slavery, organisational or discriminatory abuse. Adult Social Services is the lead organisation in preventing and identifying possible abuse, and as part of this work it hosts Norfolk’s Safeguarding Adults Board (NSAB). A survey to understand safeguarding concerns in Norfolk was launched by NSAB on Monday 11 June. They want to hear from as many people as possible to get a clear picture of how best to protect vulnerable adults. The ‘Keeping
Adults Safe from Abuse and Neglect’ survey is anonymous. No one will be identified by their answers and participation is voluntary. Participants can skip questions or opt out entirely. Could I ask the Town Council to publicise this survey, in noticeboards, etc., and encourage participation?

**Wind Farm Cables.** Regarding the cabling for the offshore wind turbines which will be passing between Cawston and Reepham at Salle. The Orsted scheme is now with the inspector. I would recommend that you register your views with the Inspector; especially in respect of Oulton Airfield being selected as Orsted’s main depot. The traffic movements, for potentially eight years, will have an impact on Cawston and the surrounding roads. Here is the link where you can register an interest

https://infrastructure.planninginspectorate.gov.uk/projects/eastern/hornsea-project-three-offshore-wind-farm/

Sorry I cannot be there but hope you appreciate the extenuating circumstances which prevent me from attending.

**100/029 PLANNING**

App no 20180801, 10 Glebe Crescent: single storey side and rear extension: The Council SUPPORTS this application.

**100/030 INTERNAL AUDITOR’S REPORT**

The Council reviewed the Internal Auditor’s Report for 2017-2018, considered the recommendations and ADOPTED it.

**100/031 ANNUAL GOVERNANCE STATEMENT**

The Council APPROVED the Annual Governance Statement for 2017-2018

**100/032 ANNUAL ACCOUNTING STATEMENTS**

The Council APPROVED the Annual Accounting Statements for 2017-2018

**100/033 FINANCE**

(i) ACCOUNTS FOR PAYMENT: Thelma Durrant having checked the invoices against the payments it was RESOLVED that payment of the following accounts totalling £3022.11 be approved and the necessary cheques signed by two authorised members.

- Garden Guardian Ltd, grounds maintenance, £646.92
- T. Lubbock, safety inspection and recycling area tidy, £87.60
- E.On, street lighting electricity, £39.39
- TTJones Electrical, street lighting maintenance, £28.76
- Administration, £1004.44
- Norfolk County Council, parish partnership 2018, £950.00
- D Gillett, tree works, £160.00
- M E Anderson-Dungar, internal audit, £75.00
- URM(UK)Ltd, recycling, £30.00
100/034 **CHAIRMAN’S REPORT**

Some of the signs on the Playing Field had come loose. These have now been fixed.

100/035 **CLERK’S REPORT**

Nil.

100/036 **SAM2**

Graham Sinclair offered to help with the maintenance, recording and reporting of the results.

100/037 **MEMBERS’ CODE OF CONDUCT**

The Code of Conduct for Members was reviewed and **ADOPTED**

100/038 **COMPLAINTS PROCEDURE**

The Complaints Procedure was reviewed and **ADOPTED**

100/039 **CHURCHYARD**

Rev Whitehead explained how the PCC envisage the future of the Churchyard, the main feature being a wildlife area at the north of the church. This would involve a tidying of the edges and a path to be cut through every two weeks. The west area to be kept neat and tidy for wedding photographs. The PCC is also considering applying for a Faculty to allow the interment of ashes.

There followed a discussion of costs. It was AGREED to invite the churchyard maintenance contractor to meet with the Vicar, the Chairman, and the Clerk on site next week.

The Vicar also presented copies of the new parking policy at the primary school. This will be sent to all parents and it is hoped it will ease the recent problems experienced by some people recently.

100/040 **MEMORIAL PLAQUE**

Following assurances from the representative of the Historical Society it was AGREED in principle to the installation of a plaque on the USA war memorial outside the church.

*PC Colin Bailey joined the meeting*

100/041 **POLICE REPORT**

The report having previously distributed by the Clerk, PC Bailey introduced himself as the new beat officer. He discussed recent problems experienced in the locality. The chairman informed the meeting that goal nets had been damaged. This has been reported to the police and recorded as a crime.

*PC Colin Bailey left the meeting*
100/042 PARISHIONERS’ CORRESPONDENCE

Recent correspondence from a resident regarding grass cutting in the cemetery was considered. It was AGREED the clerk to reply acknowledging the resident’s concerns and that it has been discussed by the council.

100/043 ITEMS OF INFORMATION / FUTURE AGENDA

Agenda:
SAM2 reports
Orsted – windfarms
Churchyard wall
Grow Make and Bake Show
Parish Partnerships
Saffron Housing

100/044 DATE OF NEXT MEETING
Thursday 19 July 2018

THERE BEING NO FURTHER BUSINESS THE CHAIR THanked EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 8.35pm