CAWSTON PARISH COUNCIL MEETING – 20th SEPTEMBER 2018
MINUTES

At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 20th September 2018, the following members were present:

Brian Schuil – Chairman
Jane Buttifant, Thelma Durrant,
James Livingstone, Graham Sinclair, Paul Soanes, Stephanie Spencer, Theresa Carman

In Attendance
Natasha Carver (Locum Clerk of the Council)

100/066 APOLOGIES FOR ABSENCE

Apologies for absence were received from Andrew Hellewell

100/067 APPOINTMENT OF LOCUM CLERK

The Parish Council Agreed for Natasha Carver to take the appointment of Locum Clerk with the same payment terms as L Mills. The clerk will wait until the end of her Locum role for payment.

100/068 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

G Sinclair requested dispensation with regards to the Orsted project due to conflict of interest. This was accepted.

100/048 MINUTES

The Minutes of the Council meeting held on 19th July 2018 having been circulated to all members, were confirmed as an accurate record and signed by the Chairman.

100/049 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

(i) Parish Partnership Scheme - this will be added to future agenda.
(ii) Use of the playing field by Broadland District Council – the chairman raised a concern over the hiring of the hall which included use of the playing field for a school holiday club. The chairman asked that when the village hall take future bookings which was to include use of the playing field that the Parish Council are informed, this is to ensure that not maintenance is carried out at the same time. This will be taken to the next Village Hall meeting by the Parish representative.
(iii) Repairs to the Village hall/Playing field car park – Quotation has been received by the village hall committee for the work to be carried out on the car park, this was in the region of £6-7k. There is a earmarked reserve of £1000 and the village hall have asked that the remaining amount is to be split between the Parish Council and the Village Hall. J. Livingstone will get three quotes to be raised at the next Parish Council meeting, having previously been distributed to all councillors.
MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA CONT.

(iv) S. Spencer asked on behalf of the Village Hall committee for a £30 raffle donation for the Christmas Carol concert. This was proposed by J. Buttifant and agreed.

ADJOURNMENT TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

No members of the public were present.

COUNTY and DISTRICT COUNCILLOR’S REPORT

No reports had been received.

PLANNING

App no 20181454, 8 Marshall Howard Close, Cawston NR10 4TB: Erection of Single Storey enclosed porch to front of dwelling
The Council SUPPORTS this application.

FINANCE

(i) ACCOUNTS FOR PAYMENT: Thelma Durrant having checked the invoices against the payments it was RESOLVED that payment of the following accounts totalling £3450.44 be approved and the necessary cheques signed by two authorised members

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TT Jones</td>
<td>Street Light - Stocks Loke o/s 33</td>
<td>62.24</td>
</tr>
<tr>
<td>Garden Guardian</td>
<td>Grass Cutting July 2018</td>
<td>776.30</td>
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<tr>
<td>Aylsham Computers</td>
<td>Printer Ink</td>
<td>114.00</td>
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<td>Playsafety Ltd</td>
<td>ROSPA</td>
<td>252.00</td>
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<tr>
<td>Garden Guardian</td>
<td>Grass Cutting August 2018</td>
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<td>Norfolk Pension Fund</td>
<td>Employer</td>
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<tr>
<td>Norfolk Pension Fund</td>
<td>Employee</td>
<td>66.06</td>
</tr>
<tr>
<td>Administration</td>
<td>July and August</td>
<td>1019.64</td>
</tr>
</tbody>
</table>

CHAIRMAN’S REPORT

(i) The Chairman attended the Police SNAP Meeting on 25th July. It was noted at the meeting that the police have made the playing field a priority due to the number of items reported.

(ii) The new waste bins for the playing field are now in place.

(iii) The new care home is looking at opening December 2018 and are currently advertising for staff.

(iv) The memorial for Bluestone Servicemen had the new plaque attached, and was cleaned with new plants ready for the remembrance service. Thanks were given to Mr and Mrs Isabel and to Mr D Cook.

(v) The Bishop of Norwich visited Cawston on Friday 14th September, this was a well-received visit.

(vi) The chairman has arranged for the hedge in the playing field to be cut back before we have any bad weather, this was agreed by all.

(vii) A resident has spoken to the chairman with regards to a tree on parish land encroaching their garden. This will be looked at in early October.
100/057  **CLERK’S REPORT**

No Report given.

100/059  **GROW MAKE AND BAKE SHOW**

A verbal report was given to the council by S. Spencer. This year the show made a profit of £479.68 which has been banked. The show committee have agreed to make a donation to the Village Hall for the use for the show of £50. The village hall will send an invoice for this. The committee hope to do this again next year but would look to move it to the weekend 14th September.

100/060  **SAM2**

B. Schuil had spoken with the police at the last SNAP meeting regarding the reports from the SAM 2 Data and though this is useful information unfortunately they are unable to act as the speed is under the limit. However, the council do feel that the sign itself is a deterrent for people who are speeding in the village. The Parish Council have asked that the reports from the SAM 2 sign are received after each download at the next scheduled Parish meeting. The clerk will contact S. Wilkinson with regards to downloads.

100/061  **GREATER NORWICH LOCAL PLAN**

No current update.

100/062  **CHURCHYARD WALL**

J. Livings tone has met with Mr Hendry to look at the work which has been carried out on the church wall and the work to still be done. The Parish Council agreed for Mr Hendry to continue with the work and authorised a max of £1500 to be allocated to work as agreed with J. Livingstone, the work is to include repairs to the Booton Road Gate.

100/062  **CHURCHYARD GATE**

B. Schuil gave a verbal report to the Parish Council on the condition of the church yard gate. A temporary repair was made to allow the gate to open. It was agreed for the clerk to receive 3 quotations for the gate to be refurbished.

100/062  **PLAY AREA**

(i) The ROSPA annual report had been received by the council. There was a number of items raised on the report, these have been looked at by Brian and are as follows.

a. Post at Skate Park missing – This has been replaced
b. Small gate on playarea to be painted yellow – This has been arranged to be completed by end September.
c. Youth Shelter Perspex Missing – It was agreed by council not to replace this.d. Both toddler and youth swing seats loose – These have been tightened.
e. Train Screws missing and loose – These have been replaced and tightened.
f. Back board on basketball court broken – quotation to be received from Fenland
g. Zip wire rubber to be replaced – quotation to be received from Fenland
h. Balance beam deteriorated – J. Livingstone to remove
100/062 **PLAY AREA CONT.**

J. Buttifant informed the Parish that the applications are currently being taken for the Aviva Grant Community Fund. The Council agreed that the play equipment is dated and in need of replacement. J. Buttifant will arrange for the forms to be sent to the Clerk to apply for funding for new equipment to meet with the current regulations.  

(ii) The Parish Council noted Tony's Retirement and gave thanks for all his work with the Parish over the many years. The Council agreed to send a gift to Tony via the Chairman to show their appreciation.

100/063 **PARISHIONERS’ CORRESPONDENCE**

The clerk reported that she had been contacted with regards to an oak tree near to The Firfeilds. The clerk has contacted Broadland and sent a letter out to the owner of the land and is awaiting a response.

100/064 **ITEMS OF INFORMATION / FUTURE AGENDA**

Parish Partnership  
Village Hall Car Park  
Safety Officer for Playground Inspections

100/065 **DATE OF NEXT MEETING**

Thursday 18th October 2018

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 8:46pm