CAWSTON PARISH COUNCIL MEETING – 18th OCTOBER 2018
MINUTES

At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 18th October 2018, the following members were present:

Brian Schuil – Chairman
Jane Buttifant, Thelma Durrant, Simon Court, Andrew Hellewell
Simon Wilkinson, Graham Sinclair, Paul Soanes, Stephanie Spencer,

In Attendance
Natasha Carver (Locum Clerk of the Council) Susan Felch-Lovsey (Vattenfall)

100/066 APOLOGIES FOR ABSENCE
Apologies for absence were received from James Livingstone and Theresa Carman

100/067 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION
No declarations of interest.

100/ 068 CO-OPTION OF PARISH VACANCY
One application had been received for the vacancy for Parish Councillor. The candidate was present at the meeting, councillors voted and elected Simon Court who was co-opted to the vacancy.

100/069 MINUTES
The Minutes of the Council meeting held on 20th September 2018 having been circulated to all members, were confirmed as an accurate record and signed by the Chairman.

100/070 PRESENTATION/UPDATE ON VATTENFALL PROJECT
Susan Felch-Lovsey presented to the Parish Council an update on the Vattenfall Project. The main area the parish wished to cover was the Traffic and Transport. Susan showed on the presentation that mobilisation area 6 is the key section relating to Cawston (link 33 and 34(B1145)). The duration for works is around 10 Months, with an increase of 839% of vehicles. For more information on the project and any issues which may arise can be looked at the local consultation events in the area, the nearest one to Cawston being held at Reepham on Saturday the 24th November. There will be experts available on traffic and transport at this event, which is open to all members of the public. Susan will send the presentation to the clerk to send onto the councillors, this will also be uploaded onto the Parish website.

100/071 ADJOURNMENT TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK
No members of the public were present.
100/072 **MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA CONT.**

(i) S.Spencer update the council that the village hall committee have agreed that the hall can be used for the Grow and Bake show on 13\textsuperscript{th} September and 14\textsuperscript{th} September, there will be no charge.

(ii) Saffron Housing have now sent out surveys to all local residents of Cawston. Saffron Housing have contacted the clerk and will be attending the January Parish Council meeting.

(iii) G. Sinclair updated the council on behalf of J. Livingstone with regards to the Orsted Windfarm Project, concerns have been raised with regards to the increase of traffic and transport. The Parish Council agreed to have a working party for the Orsted Project, the members are J. Livingstone, A. Hellewell, B SChuil, S. Court. This will be atted to the next agenda.

100/073 **COUNTY and DISTRICT COUNCILLOR’S REPORT**

No reports had been received.

100/074 **PLANNING**

No Planning Applications had been received

100/075 **FINANCE**

(i) **ACCOUNTS FOR PAYMENT:** Thelma Durrant having checked the invoices against the payments it was agreed that payment of the following accounts totalling £2146.43 be approved and the necessary cheques signed by two authorised members

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<thead>
<tr>
<th>Payee</th>
<th>Details</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>T. Lubboch</td>
<td>Playground inspection/bell car park</td>
<td>43.80</td>
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<tr>
<td>PKF Little John</td>
<td>External Audit</td>
<td>240.00</td>
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<td>TT Jones</td>
<td>Street Light Maintenance</td>
<td>34.51</td>
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<tr>
<td>URM</td>
<td>Bottle Bank Collection</td>
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<tr>
<td>Eon</td>
<td>Street Lighting – Electricity</td>
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<tr>
<td>Eon</td>
<td>Street Lighting – Electricity</td>
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<tr>
<td>Garden Guardian</td>
<td>Grounds Maintenance</td>
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<tr>
<td>Norfolk Pension Fund</td>
<td>Employee</td>
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<tr>
<td>L Mills</td>
<td>Salary September</td>
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<tr>
<td>L Mills</td>
<td>Administration</td>
<td>80.67</td>
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<tr>
<td><strong>TOTALS</strong></td>
<td></td>
<td><strong>2146.43</strong></td>
</tr>
</tbody>
</table>

100/076 **CHAIRMAN’S REPORT**

The Chairman update the councillors on the following items:

(i) The overgrown tree, spoken about at the last parish council meeting, backing onto a house on chapel street has now been removed.

(ii) The chairman would like to offer his thanks for the hedge cutting on behalf of the Parish Council, a fantastic job was done again this year.

(iii) The chairman asked that the clerk contact Garden Guardian regarding the cutting of the cemetery hedge, to check this will be done prior to 11\textsuperscript{th} November.
CLERK’S REPORT

The Clerk updated the Parish Council on the following:
(i) The funding applied for the Play area ‘Refresh project’ has been approved by Aviva and goes live for votes on the 23rd October. The clerk asked all Councillors to promote this in the village once live.
(ii) There has been no update with regards to the tree of Fairfields, the clerk will continue to chase.
(iii) The clerk had received an email from Aries Signs who have made a commemorative piece for the 100 years. They would like to donate this to the Parish Council. All councillors agreed that they are happy to accept this. The clerk passed all details over to Brian to contact Aries Signs and make arrangements for this to be placed in the village.
(iv) The clerk has received a questionnaire from ACT on their transport in the local villages – J.Buttifant will take this to take to Lunch club to complete and return.

SAM2

S.Wilkinson gave a verbal report and had sent an update to all councillors prior to the meeting with the figures from the SAM 2 sign in the last two locations.

GREATER NORWICH LOCAL PLAN

No current update.

VILLAGE HALL

(i) J. Livingston had sent out 2 quotations for the resurfacing of the Driveway S.Spencer updated the council that these have been presented to the village hall, after a lengthy discussion the parish council agreed that the drive way is to be resurfaced going with the quotation for £5868.00 this was agreed by all.
(ii) It was proposed by A. Hellewell that it is taken to the next village hall committee that the parish council will arrange for the drive way to be resurfaced, with the village hall making a 50 % donation of the total cost less £1000 grant held by the parish Council this was agreed and once this has been discussed and the village hall committee are in agreement, the parish council will raise an order.

CHURCHYARD GATE

The clerk had received two quotations for the repair to the churchyard gates. These were presented to the Parish Council. It was agreed that the work was to be carried out by quotation A.

The clerk will contact the company and make arrangements for the work to be completed.

CAWSTON HISTORICAL SOCIETY

B. Schuil gave a verbal report to the Parish Council. He had received a letter with regards to a couple of links on the Cawston parish website which no longer have a destination. The council agreed to action all items on the letter. And would ask for a recipicle link to our website.
100/083 **PLAY AREA**

(i) The clerk has contacted Fenland Leisure to quote for all items in need of replacement and repair from the ROSPA report. Fenland will be out at the start of November to quote for these.

(ii) The chairman has asked the clerk to contact Playsaft with regards to the safety of the balance beam reported in the ROSPA report. This item was in very poor condition and should have been decommissioned. Please can they advise the Parish Council on their criteria for dangerous equipment.

(iii) The clerk will email T. Durrent with an advertisement for a local volunteer to carry out weekly playground inspections. This will go in the December parish magazine.

(iv) Aviva funding - Updated in clerks report.

100/084 **PARISH PARTNERSHIP**

S. Spencer proposed that the bus stop outside of the post office could be changed to hard standing area from grassed. This was agreed by all. The clerk will contact highways for a quotation to be presented at the November meeting.

100/085 **PARISHIONERS’ CORRESPONDENCE**

No correspondence received.

100/086 **ITEMS OF INFORMATION / FUTURE AGENDA**

The clerk to check with T. Carman with regards to purchasing a gift for T. Lubbock

To update on SAM 2 South Gate positioning

100/087 **DATE OF NEXT MEETING**

Thursday 15th November 2018

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 8:56pm