CAWSTON PARISH COUNCIL MEETING – 20TH DECEMBER 2018
MINUTES

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

Brian Schuil – Chairman
Thelma Durrant, Simon Court, James Livingstone (left meeting at item 122), Paul Soanes, Stephanie Spencer and Andrew Hellewell

In Attendance
Natasha Carver (Locum Clerk of the Council), 2 Members of Public

100/108 APOLOGIES FOR ABSENCE
Apologies for absence were received from Graham Sinclair, Jane Buttifant and Simon Wilkinson. These were accepted.

100/109 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION
No declarations of interest.

100/110 MINUTES
The Minutes of the Council meeting held on 15th November 2018 having been circulated to all members, were confirmed as an accurate record and signed by the Chairman.

100/111 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA
Litter pick to be added to the Januarys Agenda.

100/112 ADJOURNMENT TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK
A member of the public spoke with regards to the windfarm projects, he has great concerns with regards to the increase of traffic going through Cawston especially High Street. He wanted to funnel his concerns through the Parish Council/Working Party to all Windfarm projects. The resident has attended and spoke at consultations for the windfarms. James proposed for the resident to Join the working party, and this was agreed by council. James will arrange a meeting early January.

The council thanked the resident for all the work his has done so far.

100/113 COUNTY and DISTRICT COUNCILLOR’S REPORT
No reports
The following planning application was received:

2081940 – 18 High Street, Cawston NR10 4AA

To replace all five windows at the front of the house and two large side windows.
To replace all storm casement windows for flush casement windows. The two large windows on the ground floor at the front of the house, like for like, using hard wood frame (Listed Building)

The Council Support this application

ACCOUNTS FOR PAYMENT: Thelma Durrant having checked the invoices against the payments it was agreed that payment of the following accounts totalling £1673.38 be approved and the necessary cheques signed by two signatures.

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>URM</td>
<td>Bottle Bank Collection</td>
<td>21.60</td>
</tr>
<tr>
<td>Eon</td>
<td>Electrical Supply Street Lights</td>
<td>40.03</td>
</tr>
<tr>
<td>Fenland Leisure</td>
<td>Playground Inspection</td>
<td>120.00</td>
</tr>
<tr>
<td>Garden Guardian</td>
<td>Grounds Maintenance November 2018</td>
<td>776.30</td>
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<tr>
<td>HMRC</td>
<td>PAYE month 8</td>
<td>25.60</td>
</tr>
<tr>
<td>L mills</td>
<td>Administration</td>
<td>80.87</td>
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<tr>
<td>Norfolk Pension Fund</td>
<td>Employee</td>
<td>158.98</td>
</tr>
<tr>
<td>L Mills</td>
<td>Salary November</td>
<td>450.00</td>
</tr>
<tr>
<td></td>
<td>TOTALS</td>
<td>£1673.38</td>
</tr>
</tbody>
</table>

The Locum Clerk had emailed a draft Budget over to the Councillors. After a lengthy discussion it was proposed and agreed to increase the budget by 1% to £30,300.00.

The Chairman update the councillors on the following items:

(i) A complaint had been received regarding excess mud on the path near to the main school entrance. Brian had asked the clerk to speak to highways to arrange for this to be cleared back.
(ii) The Chairman had received complaints regarding the cemetery these were discussed in agenda item 125
(iii) Complaint was received from the Church with regards to the gates being repaired prior to Christmas, the chairman asked the clerk to speak with the contractor. The Contractor agreed to continue with the repairs after the Christmas period ready for early in the New Year.
(iv) There is a large amount of rubbish in the Bell pub Car Park consisting mainly of takeaway containers, it was brought to the chairman’s attention that the pub offer a takeaway service. Brian will speak to the landlord regarding the clearing of the car park.
(v) Brian was disappointed with regards to the recent road closure on chapel street by Anglian water. The works were completed by the Wednesday morning but the road was still closed on the Friday Morning. Brian contacted Anglian Water directly to have the road reopened.
The Clerk updated the Parish Council on the following:

(i) Highways Engineer Visit Tuesday 27^{th} November 2018
The Highways engineer Ben Rayner meet on site with Natasha Carver (Locum Clerk) James Livingstone and Paul Soanes. The following items were discussed:

(1) Hard Standing Bus Stop Outside the Post Office. – Highways agreed with the location of the bus stop and path way on the Aylsham Road. The clerk can apply for funding through Parish Partnership Scheme.

(2) Gateway entrance signs for the village – It was discussed with Ben if Gateway entrance signs as you enter Cawston from both Aylsham and Reepham were able to be installed. Ben approved that the sites for the signs would be suitable and would check on size for these and contact the clerk so that pricing can be obtained. This can be looked at for future Parish Partnership schemes.

(3) SAM 2 Speed Sign relocation – Ben agreed for the sign to be relocated on Brandiston Road to be located in a more suitable position. The current post can be repositioned or a new post installed for £89 +Vat. The parish council agreed to have the old post repositioned.

(4) SAM 2 Speed Sign New site – It was discussed with the highways engineer to have an additional site for the SAM 2 sign on Sygate as you leave Cawston. This was agreed by the highways engineer. The cost for a new post to be installed £89.00 +Vat. The Council agreed for an order to be placed for the new post to be installed.

(5) Additional Signage – Ben agreed that additional signage for road users was needed as you leave and enter Cawston from Brandiston Road. The Highways Officer would arrange for this.

(6) Cut back of overgrown hedges to the Highway – Ben agreed to have the overgrown hedges on New Road to be added to a schedule of works to be cut back as they are encroaching the highway.

(ii) Additional work discussed with Highways:
Highways have also been contacted with regards to the clearing of the path way on the Aylsham Road opposite the School entrance, this has been added to the schedule of work.

(iii) No update has been received regarding the tree works required on Fairfields.

100/119 SAM2

No update received. Simon Wilkinson has emailed the Clerk to inform the Parish that the updates will be emailed to the Parish Councillors in the next few days.

100/120 GREATER NORWICH LOCAL PLAN

No further update

100/121 VILLAGE HALL

(i) J livingstone update the parish council with regards to the pathway. We are still awaiting an email from the Village Hall committee regarding 50% payment towards the work, however James had tried to arrange a meeting with the contractor on site to discuss the work which was to be done, however the contractor had not attended site on two occasions. James has asked to re tender the work. The parish Council agreed.

(ii) Thanks, were given to David Noble for the Christmas Tree donated to the Village. A letter of thanks to be sent.
100/122 GROW MAKE AND BAKE 2019

A verbal update was given by Stephanie. The Tesco Bags for help application will go in in the new year.

100/123 WINDFARMS

Brian gave a verbal update regards recent attendance to the consultation event in Reepham for Vattenfall, and still as of today not heard from them with regards to his concerns. Brian has sent data to them with regards to the number of vehicles and has had no response.
The working party will be meeting early January.

100/124 PLAY AREA

(i) Pricing has been received for the repairs required to the play area from the ROSPA report. The total amount for all repairs comes to £1416.80. The Parish Council agreed to all the repairs.
(ii) Unfortunately, the Parish Council was not successful in their application to AVIVA for funding towards the playground refresh scheme.

100/125 CAWSTON CEMETERY

Concerns had been raised with regards to the leaves on the entrance on the Aylsham Road, causing the path to become slippery. The Clerk to contact Broadland as this is a heath and safety concern.
The clerk had also been contacted with regards to one of the graves had been recently damaged and tyre marks had been left on the edging stone. The clerk contacted the Grass Cutting Contractor who ensured the Council that they do not drive over the stones. It was however noted that as the gates to the cemetery are left open, the cemetery is used as a cut through for many people on ride-on scooters and bikes. The grave has now been tidied and cleaned.

100/126 PARISHIONERS’ CORRESPONDENCE

No correspondence received.

100/127 ITEMS OF INFORMATION / FUTURE AGENDA

Litter Pick 2019

100/129 DATE OF NEXT MEETING

Thursday 17th January 2019

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 8:24pm