CAWSTON PARISH COUNCIL MEETING – 20 JUNE 2019
MINUTES

At the meeting of the Cawston Parish Council held at the Village Hall, High Street, Cawston on Thursday 20 June 2019, the following members were present:

B. Schuil – Chairman
J. Buttifant, S. Court,,
J. Livingstone, C. Monk, P. Soanes, S. Spencer

In Attendance
County and District Cllr G. Peck, L. Mills (Clerk of the Council)
and one member of the public

101/023 APOLOGIES FOR ABSENCE

Apologies for absence were received from T. Carman, T. Durrant, A. Hellewell, G. Sinclair.

101/024 OUTSTANDING DECLARATIONS OF ACCEPTANCE OF OFFICE

The Clerk confirmed he had received all outstanding Members’ Declarations of Acceptance of Office

101/025 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None

101/026 MINUTES

The Minutes of the Council meeting held on 16 May 2019 having been circulated to all members, were confirmed as an accurate record and signed by the Chairman.

101/027 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

S. Spencer reported the bid for a Calor Gas grant had been unsuccessful. The Tesco Bags for Life campaign was ongoing. The Cricket match will probably occur on Saturday 31 August. Open Gardens is looking good. Grow Make Bake Show request for Tombola prizes and te quiz is now available at £1.

The Clerk reported that Saffron Housing had informed him that they were still in consultation with Norfolk County Council re access to the site on Norwich Road. T.T.Jones, street lighting contractors had informed the Clerk that foliage was covering the lamp outside Ames Court. As this foliage is on private land the Clerk was instructed to contact Norfolk County Council Highways.

101/028 ADJOURNMENT TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

None
101/029 COUNTY and DISTRICT COUNCILLOR’S REPORT

District: little news as new councillors find their feet.
County: Mr Peck’s portfolio is Asset Management. Reepham Fire Station will soon be accommodating the Police as well, thereby allowing the building housing the Police Station to be sold. County Farms: NCC is the second largest landholder in the county, and is keen to further help starters in the farming business. It also wants to expand its ‘Care Farms.’ A decision regarding the NDR Western Link will be made shortly.

101/030 COUNCIL REPRESENTATIVES

P. Soanes was confirmed as the Council representative on the Oakes Trust

101/031 PLANNING

App no 20190770, Land adj Heydon Road, Salle, NR10 4BD
Erection of borehole headwork kiosk, laying of type 1 hard standing, electrical kiosk, telemetry kiosk, 6m high telemetry mast and alteration to access road

Council OBJECTS to this application as it is an unnecessary development on greenfield area.
It was noted that the final date for responses was 14 June. The Clerk has applied for an extension on two occasions and is yet to have the courtesy of a reply.

App no 20190478 Jeesal, Cawston Park Hospital: Demolition of existing building and replace with 2 story psychiatric intensive care unit
The Council SUPPORTS this application.

20190802 Land adj Field House 61 Norwich Road: erection of dwelling (outline)
The Council SUPPORTS this application.

The Clerk to inform Broadland District Council of the Council’s views.

101/032 INTERNAL AUDITOR’S REPORT

The Council reviewed the Internal Auditor’s Report for 2018-2019, considered the recommendations and ADOPTED it.

101/033 ANNUAL GOVERNANCE STATEMENT

The Council APPROVED the Annual Governance Statement for 2018-2019

101/034 ANNUAL ACCOUNTING STATEMENTS

The Council APPROVED the Annual Accounting Statements for 2018-2019

101/035 FINANCE

(i) ACCOUNTS FOR PAYMENT: J. Buttifant having checked the invoices against the payments it was RESOLVED that payment of the following accounts totalling £2829.55 be approved and the necessary cheques signed by two authorised members.

Garden Guardian Ltd, grounds maintenance, £663.09
FINANCE continued

URM(UK)Ltd, recycling, £21.90
E.On, street lighting electricity, £48.63
TTJones Electrical, street lighting maintenance, £431.47
J. Livingstone, play equipment welding, £20.00
Bounceroo Events, marquee hire (GMBShow) £100.00
Administration, £1255.46
M E Anderson-Dungar, internal audit, £75.00
Playsafety Ltd, play equipment annual safety inspection, £214.00

CHAIRMAN’S REPORT

The Chairman thanked Mr Livingstone and a resident for repairing and resiting the goals on the Playing Field. The Heath Trust is in discussions with solicitors and interested parties regarding the tenancy agreement of the farm. He has now received the software for the SAM2 and passed it on to Mr Soanes. Some rubbish was flytipped at the recycling bins at the Bell Inn carpark. He has dealt with it.

CLERK’S REPORT

Norfolk County Council has confirmed that the Parish Partnership scheme will be run this year. Proposals need to be received by early December. B1145 resurfacing has been rescheduled to 12 August and could last five days.

REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

(i) Standing Orders
The Council’s Standing Orders were reviewed by the Clerk and no changes were proposed. This was AGREED.

(ii) Financial Regulations
The Council’s Financial Regulations were reviewed by the Clerk and no changes were proposed. This was AGREED.

WINDFARMS

The Chairman updated the meeting regarding a parking survey and a meeting with Vattenfall. He is trying to arrange a further meeting to consider details.

Mr Monk reported that Norfolk Vanguard Inspection is now closed, report due Sept. Closing submissions can be seen on the PINS website. Boreas is now open for us to register as Interested Parties. Hornsea 3 Inspectors report is due on 2nd July. I am discussing a coordinated media response with other PCs, also a joint approach to the Swedish & Danish ambassadors, to be progressed once we see the report. We had a meeting with Vattenfall on 28th May, they have revised their peak traffic numbers, by spreading the total over more weeks, but otherwise little change. They are determined to go ahead with Orsted’s traffic plan, and threaten parking enforcement if required.

We had an email from Orsted, saying they continue to engage with NCC. This is contrary to the NCC submission on Vanguard, which says they are still waiting for
101/039 **WINDFARMS continued**

promised documents. Orsted have noted the fatal accident and abnormal load incidents, and assure us that “these will of course be taken into account.”

County Cllr Peck will try to arrange a three-way meeting between the parties.

101/040 **CHURCHYARD**

Mr Livingstone reported that the works so far on the west wall are excellent. It was AGREED to authorise a further £1000 (one thousand) to continue these works. Mr Livingstone will organise.

Concerns were expressed at the regrowth of ivy – to be discussed further at a later meeting.

101/041 **FAIRFIELDS STREET LIGHTING.**

Agreement has been reached with UMSO regarding charging. Insurance company confirmed there will be no additional cost for this year. Contractors have been instructed to undertake the work.

101/042 **PLAYING FIELD**

RoSPA annual inspection report has been received. Mr Livingstone is in contact with them regarding the tree on the neighbouring land. Clerk was instructed to write to the landowner again. Also to obtain a risk assessment of the area.

The need for a written record of fortnightly checks was discussed. Mr Livingstone is willing to do these for the next six months.

It was AGREED the Clerk should identify firms suitably qualified to carry out quarterly and annual safety checks.

It was AGREED to appoint Craig Holmes to repair and make safe the steps to the slide.

101/043 **COUNCIL RECORDS**

It was AGREED to move older records to the Norfolk Record Office. Clerk to organise.

101/044 **CHARITIES AND TRUSTS**

Not discussed

101/045 **CEMETERY**

Mrs Carman had noted the condition of the pillars at the entrance from Aylsham Road. As this is a matter of safety Mrs Spencer will ask local builder to contact the Clerk with a view to fixing as soon as possible.

Complaints had been received that flowers were not being replaced on the correct graves after grass cutting. Clerk to contact contractor.
101/046 VOLUNTEERS' EVENING

It was AGREED to proceed with a Volunteers' Evening to be organised by Mrs Carman. It was AGREED to cover costs up to £50. It was AGREED to consider the future format of the Cawston Champion at a future meeting when Mrs Carman is present.

101/047 PARISHIONERS’ CORRESPONDENCE

Mrs Spencer had received a request that a wedding party be allowed to use a small area of the Playing Field for crazy golf type games. This was AGREED on the understanding that appropriate insurance and risk assessments will be provided.

101/048 ITEMS OF INFORMATION / FUTURE AGENDA

Agenda:
Future format of Cawston Champion
Orsted – windfarms
Churchyard
Grow Make and Bake Show
Parish Partnerships
Playing Field
Review of Tree Policy
Parish Partnership Scheme

101/049 DATE OF NEXT MEETING

Thursday 18 July 2019

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 9.06pm