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CAWSTON PARISH COUNCIL MEETING – 12 JULY 2021

DRAFT MINUTES

At the meeting of the Cawston Parish Council held at the Bowls Club, Norwich Road, Cawston on Wednesday 12 July 2021, the following members were present:

J. Buttifant – Chair

T. Durrant, J. Livingstone, C. Monk,

V. Purdy, S. Reckert, G. Sinclair, P. Soanes, S. Spencer

**In Attendance**

three members of the public

In the absence of the Clerk the minutes were taken by S. Spencer

**103/037 APOLOGIES FOR ABSENCE**

Apologies for absence were received from A. Hellewell.

**103/038 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

 G. Sinclair and C. Monk declared their ongoing interests in windfarm matters.

**103/039 MINUTES**

 The Minutes of the Council meeting held on 23 June 2021 having been circulated to all members, were discussed.

It was **AGREED** to amend 103/022 by removing “*F\*\*\*\*\* \*\*\*\*\*\*\*\* \*\* \*\*\* \*\*\*\*\*\* \*\*\*\*\*\*\* Mr \*\*\*\*\* \*\*\*\*\*l”* and replacing with *“A resident”*

It was **AGREED** to amend 103/033(ii) by removing the name of the resident so it reads *“Mr \*\*\*\*\*\* then shouted across the room”* and inserting*“it was my wife who had sent the complaint”* immediately following.

 With these changes they will be signed by the Chair at the next meeting

**103/040 MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA**

1. Clerk to look into removal of “wash boughs” on trees on Aylsham Road.
2. Complaints procedure (attached as appendix to these minutes) was **ADOPTED**

**103/041 ADJOURNMENT TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK**

1. Two parishioners concerned at enforcement notice from NCC Highways placed at their properties where off street parking had been created. They said this would, if granted, would remove two vehicles parking at a congested point. They were advised to contact NCC Highways prior to putting a full planning application.

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**103/041 ADJOURNMENT TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK(cont)**

1. A resident raised concerns over previous minutes being published before approval. He also disputed that allegations of financial laxity were made.
2. There was concern that trees had been removed from the playing field. This action had been approved by the council following correspondence from a neighbouring property.

**103/042 COUNTY and DISTRICT COUNCILLOR’S REPORT**

 None

**103/043 POLICE REPORT**

 None

**103/044 FINANCE**

T Durrant and P Soanes having checked the invoices against the payments it was **RESOLVED** that payment of the following accounts totalling £2639.15 be approved and the necessary cheques signed by two authorised members.

 Garden Guardian, grounds maintenance, £835.99

 Administration, £813.12

 Community Heartbeat Trust, defibrillator battery, £282

 TT Jones, street lighting electrical, £41.45

 Kompan Ltd, p/f annual safety inspection, £360

 Wybone Ltd, p/f litter bin, £306.59

**103/045 PLANNING**

A resident at Cawston House would like to meet the council for advice. Clerk to advise them to attend the next meeting.

**103/046 WINDFARMS**

Mr Monk updated the meeting:

Vattenfall: Additional archaeological works started today. Vehicles diverted from Cawston centre and escorted from Oulton. Can expect three more heavy plant movement events.

Equinor: OTN review meeting. C. Monk will attend.

**103/047 PLAYING FIELD**

Graffiti removal has been organised with a local company. Cost will be £1473. Village Hall will supply access to water and monitor its usage.

J. Livingstone to locate a graffiti artist for a workshop. It was **AGREED** that a maximum £500 will be made available.

It was stated that criminal damage is covered by the Council’s insurance.

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**103/047 PLAYING FIELD(continued)**

The Clerk to chase OpenReach regarding the graffiti on their box on High Street.

Grass cutting: Clerk to contact Garden Guardian regarding cutting of grass at Toddlers Play Area, Cemetery and the Village Hall.

**103/048 COUNCIL MEETING VENUE**

It was **AGREED** to hold future meetings at the Village Hall

**103/049 CHURCHYARD MATTERS**

1. Wall: clerk to contact three structural engineers to inspect wall and assess its physical integrity and provide any necessary solutions. Should they wish to undertake any work to wall during their investigations they must provide proof of public liability.
2. Yew trees: clerk to obtain quote for proposed works. It may be possible to obtain funding for this work – Mr Livingstone will investigate.
3. Memorials: Mr Sinclair and the Chair will liaise with Rev Whitehead

**103/050 CEMETERY MATTERS**

1. Row markers: It was **AGREED** that Mr Purdy should purchase these at a cost of £69.00
2. Noticeboard: it was **AGREED** a plan of the gravestones to be placed on the noticeboard
3. Tidiness: it was **AGREED** that Mr Purdy should place a notice in the Parish Magazine asking if any local resident is willing to help

It was also **AGREED** to discuss this matter further at a later date

**103/051 SAM 2**

Mr Sinclair has possession but he and Ms Reckert are having difficulty ensuring proper rotation of siting. The equipment is heavy and requires two people. Clerk to investigate insurance needs if a local resident took responsibility.

**103/052 JUBILEE SEATING AREA**

Requires attention. Clerk to investigate insurance implications if a resident was to undertake the work.

**103/053 PARISH PARTNERSHIP SCHEME 2022/23**

Ms Reckert proposed a trod and a formal pathway. The Highways Engineer has already been consulted regarding 20mph signs outside the school.

Clerk to contact Highways Engineer to arrange a meeting between him and Mr Monk, Mr Sinclair and Ms Reckert to discuss

**103/054 PARISHIONERS’ CORRESPONDENCE**

None

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**103/055 ITEMS OF INFORMATION / FUTURE AGENDA**

Agenda:

Parish Partnership

Data Backup

Playing Field Graffiti Workshop

Yew Trees

SAM2

Cemetery Upkeep

Wash boughs – Aylsham Road

Defibrillator Training

**103/056 DATE OF NEXT MEETING**

THURSDAY 16TH SEPTEMBER 2021 at the VILLAGE HALL

**103/057 To exclude the press and public under the Public Bodies (Admission of Strangers) Act 1960 during discussion of the following confidential items relating to a series of complaints**

**095/038:** The Council was updated regarding these complaints and a committee was agreed to investigate.

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED EVERYONE FOR ATTENDING AND DECLARED THE MEETING CLOSED AT 20.57