**Minutes of the Meeting of Cawston Parish Council**

**held on Thursday 29th September 2022 at 7.30pm at Cawston Village Hall**

**Attendance:** Cllr Buttifant (Chair), Cllr Durrant, Cllr Livingstone, Cllr Monk, Cllr Purdy, Cllr Reckert, Cllr Sinclair, Cllr Soanes PC Bailey, Cllr G. Peck (County & District Councillor), Sarah Vergette, Clerk and seven members of the public.

A minute’s silence was held in respect of the late Queen Elizabeth II.

1. **Apologies for absence:** Cllr Carman, Cllr Hellewell, Cllr Spencer. Accepted
2. **Declarations of Interest:**  Cllr Sinclair declared in an interest in item 9, Wind farms.
3. **To approve as accurate minutes of the previous meeting.** The minutes of the previous meeting were **approved.**
4. **Public participation session** 
   1. County/District Councillor. No report.
   2. Police report. No report.
   3. It was agreed to bring forward agenda item 6.1, Brandiston Road planning application as members of the public attended the meeting to discuss this matter.

Many objections were made to the application including: outside the permitted development area for the village, volume and increase of traffic on a narrow road, highway visibility at the junctions, lack of footpaths to the village. Members of the public thought that the application was not sustainable as it is not well connected to the village.

A member of the public stated that the development boundary had now been removed.

It was noted that the differences from the previous application for this site were the installation of a trod path the whole length of the site 70 metres and the installation of a pond.

1. **Matters Arising from the previous meeting**

5.1 Clerk’s report – noted.

5.2 Working Groups. It was noted that Working Groups should bring matters to the full council for decision, they cannot make lawful decisions on behalf of the Parish Council. Cllr Monk had been given authority to act on behalf of the Parish Council for matters relating to the Wind and Solar Farms.

5.3 Grow, Make Bake Show update. Cllr Buttifant reported that there had been 261 entries across all classes, it was good that the village had come together. It was also useful to have Cllrs Livingstone and Monk at the event to talk to parishioners about the wind farm developments. Cllr Livingstone asked that formal thanks are sent to the committee. There will be another event on 9th September 2023.

1. **Planning – to discuss planning applications**
   1. Brandiston Road, Cawston,NR10 4ES – 20221213

Following the discussion with members of the public Councillors discussed the application. Cllr Livingstone stated that his position had not changed, the development is not sustainable, it is not well connected to the village, residents would need to use their vehicles to access the village. The proposed development is outside of the parish development line. Cllr Livingstone asked if there would be an agreement for the maintenance of the trod path and a guarantee that the pond would be kept – there will be legal agreements.

Cllr Livingstone proposed that Parish Council should object to this application on the grounds stated, this was seconded by Cllr Reckert, there were five votes in favour. **Resolved to object. Action clerk.**

Cllr Soanes and Cllr Durrant stated they support the application as older residents of Cawston.

* 1. Land next to Norwich Road, Cawston,NR10 4EU – 20221266.

This is a resubmission of a previous application. No objections.

* 1. Martinole Farm, Buxton Road, Cawston,NR10 4HF – 20221261.

This application is for a holiday house, which would be smaller than that of the previous application. No objections.

* 1. Cawston Park Hospital NR10 4JD – 20221379.

It was noted that this application is a variation for migrant accommodation for a period of three year. No objection.

1. **Finance**

7.1 To approve payments

1. Clerk’s salary and expenses £733.01
2. HMRC £180.72
3. Norfolk Pension Fund £248.16
4. Garden Guardian £894.52
5. David Gillet – Tree work £1030
6. PKF Littlejohn – Audit £240
7. Donation to Football Club £300
8. TT Jones Electrical £45.18
9. BBT Construction – zip wire £851

**Approved**

* 1. To approve payments made in August

1. Community Heartbeat – new pads for defib £122.40
2. HMRC – Tax & NI £161.08
3. Norfolk Pension Fund £231.61
4. S Vergette – salary £610.94
5. David Gillett – Tree survey £190.00
6. Garden Guardian £894.52
7. R G Maintenance Services – Marquee hire £195.00 (Deposit)
8. R G Maintenance Services £585.00

**Approved**

* 1. To approve bank reconciliation. **Agreed.**

7.4 To note the Conclusion of Audit. **Noted.**

1. **Church**

8.1 To receive an update on the church walls. Cllr Hellewell confirmed that he had been monitoring the walls and there had been no change.

* 1. To approve quotation for works to the Ash Tree in the Churchyard. **Approved.**
  2. To discuss email regarding Cemetery & Lampeter Town Council. It was **agreed** that the clerk would contact the person concerned to accept the offer of a plaque and look to have the Laurels replaced. **Action Clerk.**
  3. To discuss damage to a bench in the Cemetery. The clerk had contacted the contractor who would be working on the shed in the Cemetery, and he had agreed to look at the benches and make the repairs.
  4. To consider having a notice to state “wreaths and flowers should be put in the bins provided”. It was agreed to place a notice on the notice board asking people to use the bins provided. **Action Clerk.**

1. **To receive an update from the Working Group – Wind Farm/Solar Farm.**

Cllr Monk had circulated a report which was noted. Cllr Monk flagged up item 10 of his response to Hornsea3 which related to concerns over the historic properties. A Condition Survey is needed. There will be a further meeting on 19th October with Hornsea 3.

An email had been received from a resident expressing concerns over the developments. Cllr Monk will make contact and invite the resident to the Drop-in Surgery; they could also be invited to join the working group.

Cllr Livingstone was concerned that progress is not being made quickly enough with regard to Community Benefit and suggested that there could be a separate working group to look into this. This was agreed and the group will comprise Cllrs Buttifant, Livingstone, Reckert, Sinclair and Purdy.

There had been suggestions for solar panels on the village hall and electric vehicle charging points amongst other things.

Cllr Monk reported that he had a meeting with Cllrs from Bawdeswell and Reepham who were also concerned with regard to HGV movements through the villages. A traffic survey was suggested, this would need four to six volunteers. Information would be relayed to the traffic operators. **Agreed. Action Cllr Monk.**

Cllr Monk stated that he could not continue with regard to Equinor due to other commitments, he is happy to continue with the other developments. It was agreed to discuss this again and hopefully residents may come forward to help.

1. **Highways**

10.1 To discuss an extension to 20mph limits in the village. Cllr Reckert outlined to position with regard to extending the 20mph limits once the temporary order has concluded and successful. The Parish Council would need to apply to make the limits permanent. It may be possible to obtain funding from the wind farms. **Agreed.**

10.2 Update on Parish Partnership gateways. The gateways are now in place as previously agreed.

1. **Playing Field**

11.1 To discuss the quote for wire netting. Further quotes had been obtained. Quote three was the preferred quote and the clerk will ask the contractor to confirm which gauge of wire they will be using before work commences.

11.2 Updates on repairs/work to playground equipment. Cllr Livingstone reported that the repairs to the zip wire had been carried out. He would like to organise a working party in October to look at any other repairs that are needed. Cllr Livingstone had carried out his regular inspection of the equipment.

* 1. To approve quote for work to playground equipment. **Agreed**
  2. To discuss new grass cutting contract scope of works & going out to tender. The clerk had circulated details of the work currently being carried out. It was agreed to ask for two alternatives for grass cutting in the Cemetery using a ride-on mower and also a walk behind mower. Quotes will be sought. **Action Clerk.**
  3. The Football Club is now up and running and they have played their first matches. The clerk will ask for sight of their insurance policies. **Action clerk.**

1. **Correspondence.**

12.1 Community Litter Pick. The parish has been awarded £220 for carrying out the litter pick. Thought needs to be given as to what this should be spent on. Thanks will be sent to the organisers. **Action clerk.**

12.2 The clerk had received some enquiries into past planning applications, advice had been sought from Broadland District Council on the matter. The development has lawfully commenced, the remaining elements of the scheme as approved under application 20021087 benefit from outline planning permission i.e the principle of development has been established. In terms of marketing of the commercial units, it is not unusual for developers to start marketing the units prior to them making a planning application for the detail design of the units (reserved matters) as this helps to gauge interest and whether they can viability come forward etc.

12.3 It had been reported that garden rubbish has been dumped in the Bell car park. The car park belongs to the Bell and as the rubbish is not hazardous it is not the responsibility of the Parish Council to arrange for clearance. **Action Clerk to contact the Bell.** There was a suggestion that the bins could be sited nearer to the wall.

1. **Date of the next meeting.** The date of the next meeting was set for 20th October at 7pm in the village hall.
2. **Any Other Business/Information**

Cllr Reckert asked the clerk to investigate why Westcotec had put up the posts for the flashing 20mph sign but not the signs. Action clerk.

Items for the November agenda to be sent to the clerk by Monday 10th October.

There being no other business the meeting closed at 9.05pm

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Chair Date