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

**held on Thursday 19th January 2023 at 7.30pm at Cawston Village Hall**

**Attendance:** Cllr Carman, Cllr Durrant, Cllr Livingstone, Cllr Monk, Cllr Purdy, Cllr Reckert, Cllr Sinclair, Cllr Soanes(Chair), Cllr Spencer, Sarah Vergette, Clerk.

Matthew Young from Grantscape attended the meeting. Grantscape have been commission by Orsted to administer the Community Benefit consultation. Mr Young outlined the process, there are three stages. At stage three there will be public events, the nearest to Cawston will be at Reepham on 1st February. The initial survey results showed that there are four main themes; community buildings and facilities, community activity and service, sport and recreation and Nature conservation. There will be two funding rounds each year. Reports will be put together after each event and a local panel will be set up to make decisions and decide where the money is allocated.

1. **Apologies for absence:** Cllr Buttifant, Cllr Hellewell - accepted.
2. **Declarations of Interest:**  Cllr Livingstone declared an in interest in item 13, as a neighbour. Cllr Sinclair declared an interest in item 9.
3. **To approve as accurate minutes of the previous meeting.** Cllr Spencer asked for the minutes to be altered under Matters Arising as the sumreceived was £600**.** The minutes of the previous meeting were then **approved.**
4. **Public participation session** 
   1. Public. None
   2. County/District Councillor. None.
   3. Police report. None.
5. **Matters Arising from the previous meeting**

5.1 Clerk’s report – noted.

5.2 Permission has been granted for the new litter bin; it was agreed to have this delivered to Cllr Livingstone. A decision will then be made on how to fix the bin.

5.3 The clerk had asked for advice relating to pre-determination relating to the email sent by Cllr Livingston, the email was acceptable and there was no pre-determination. The clerk will contact the parishioner and send a copy of the email. **Action Clerk.**

1. **Planning**

6.1 Planning application 20221875 40 Norwich Road. This is a variation on an application which has already been approved. Noted.

6.2 Planning application 20226089 Fairfields Store – full approval – noted.

6.3 Planning application 20221467 The Grainstore, Brandiston Road – full approval – noted.

1. **Finance**

7.1 To approve payments

1. Clerk’s salary and expenses £726.20
2. HMRC £167.75
3. Norfolk Pension Fund £250.34
4. Garden Guardian £894.52
5. TT Jones Electrical £45.18
6. Broadland District Council (dog bins) £289.68

**Approved**

7.2 To discuss and adopt the budget for 2023/2024. Cllr Livingstone proposed adoption of the budget, seconded by Cllr Reckert with all in agreement.

7.3 To discuss and agree the Precept for 2023/2024. There was some discussion relating to this matter. Cllr Soanes stated that the Precept could have been reduced as the Council is holding reserves. Cllr Livingstone stated that the Council is not yet in possession of the knowledge of reserves figures. Cllr Spencer proposed that the Precept remain the same, this was seconded by Cllr Purdy. There were seven voted in favour and two against.  **It was resolved to request a Precept in the sum of £31,200.**

7.4 To discuss Earmarked funds, it was agreed to defer this to the next meeting.

7.5 To agree bank reconciliation. **Agreed.**

7.6To discuss a deposit account with Unity Bank. This was **agreed.**  **Action clerk.**

7.7 The appointment of the external auditor was noted.

7.8 The Triennial Valuation review was noted.

1. **Church** **& Cemetery**

8.1 There was no report relating to the church wall.

8.2 To discuss tree in the Cemetery. Cllrs Livingstone and Sinclair visited the Cemetery and stated that everything thing is fine. The crab apple trees look terrible but it is not a good idea to remove them at present. The two chestnut trees at the front are in no immediate need of pollarding.

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

9.1 Cllr Monk had circulated a report which was noted. Cllr Monk attend the hearing earlier in the week. The Panel on Equinor are receptive to Parish Council comments. Jerome Mayhew MP was also in attendance and he is looking at these matters at a higher level with Ministers. Cllr Monk has put in a submission stating that he has not got as much time to look into this and Equinor asked the Parish Council to continue to engage as much as they are able to. It was noted that there is an alternative viable route through Walpole for this work.

Cllr Reckert stated that there had been positive reports relating to the people carrying out the roadworks. There was good communication and they were helpful.

9.2 To receive an update on the Community Benefit Fund. It was agreed to circulate dates for the next meeting which should be held as soon as possible. **Action Cllr Livingstone.**

9.3 Cllr Purdy had sent a report on the CCTV meeting which was noted.

9.4 Cllr Spencer reported that the matting had been put down at the rear of the village hall but no one had used it.

1. **Playing Field**

10.1 To discuss the request from the Football Club for a shed on the playing field. An image of the proposed shed was circulated. There was discussion relating to insurance, placement of the shed and its size. The clerk will go back to the Football Club with further questions. **Action clerk.**

10.2 Cllrs Livingstone and Sinclair gave a report on the neighbouring trees. The trees appear to be within the property’s curtilage and the residents should be given permission to erect a fence.

10.3 The clerk had received a complaint regarding dog mess on the football pitch. A recent match had to be stopped so the players could remove some mess from the pitch. It was agreed to place a post on Facebook and an item in the next newsletter reminding people not to let their dogs foul on the playing field.

1. **Highways**
   1. To discuss dog bins. Cllr Sinclair stated that the majority of the dog bins are on the north side of the village, with the exception of two. It was agreed that Cllr Sinclair would prepare a map of where dog bins should be installed and the clerk will investigate the cost. **Action Cllr Sinclair, clerk.** Permission from landowners may be needed if they are to go on private land.
2. **Correspondence & matters Arising from the Drop-In Surgery** 
   1. The NALC newsletter was noted.

12.2 An email had been received asking why the white barriers on the Aylsham Road had been moved. Councillors had no knowledge of this and thought it to be in the correct place.

1. **Date of the next meeting.** The date of the next meeting was set for Thursday 16th February 2023 at 7pm in the village hall.
2. **Any Other Business/Information**

It was agreed to prioritise finance at the next meeting.

Cllr Spencer informed Councillors that the King’s Coronation would be held on Saturday 6th May, this coincides with the Parish Surgery and it was agreed to cancel the Surgery.

Items for the November agenda to be sent to the clerk by Monday 6th February.

There being no other business the meeting closed at 8.35pm.

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Chair Date