

Minutes of the Annual Meeting of Cawston Parish Council
held on Thursday 18th May 2023 immediately following the Annual Parish Meeting at Cawston
Village Hall

Attendance: Cllr Buttifant (Chair), Cllr Durrant, Cllr Livingstone, Cllr Purdy, Cllr Sinclair, Cllr Soanes, Cllr Spencer, District Councillor Dave Thomas, Sarah Vergette, Clerk.

- 1. Election of Chair.** Cllr Buttifant was elected Chair.
- 2. Co-option of Councillors:**
 - 2.1 Cllrs Durrant, Cllr Hellewell, Cllr Purdy, Cllr Soanes were all co-opted to the Parish Council.
 - 2.2 There are two vacancies for Councillors, it was agreed to advertise these vacancies and co-opt at a later meeting.
All Acceptance of Office paperwork was completed.
- 3. Apologies & approval of absence.** Cllr Hellewell, Cllr Reckert, Cllr Peck. Approved.
- 4. Declarations of Interest.** Cllr Sinclair declared an interest in the wind farms item.
- 5. To approve as accurate the minutes of the previous meeting. Agreed.**
- 6. Public participation**
 - 6.1 None
 - 6.2 Cllr Dave Thomas introduced himself.
 - 6.3 None
- 7. To appoint members to serve for the ensuing year on**
 - a. Oakes Memorial Trust Charity. Cllr Purdy and Cllr Soanes.
 - b. Cawston Heath Trust Charity. Cllr Livingstone.
 - c. Cawston Village Hall Management Committee. Cllr Spencer
 - d. Reepham Safer Neighbourhood Action Panel. None
 - e. Cawston Lunch Club. Cllr Buttifant.
- 8. To agree the schedule of meeting for the Council 2023/24.**

The dates had been circulated, it was agreed to decide if a meeting in August was needed nearer to the time. **Agreed.**
- 9. Matters Arising**
 - 9.1 Clerk's report. Noted. The clerk will be meeting with Robert Wells on 30th May to discuss the memorials in the Cemetery. Cllr Livingstone will join the meeting.
 - 9.2 Cllr Sinclair reported that, with regard to the wind farms, he had been trying to help agree what street furniture needs to be reinstated. What is in situ at present has been agreed under the S278 Agreement. Cllr Livingstone stated that when the plans were drawn up for the road works there were no parish gateways. Volker Fitpatrick have put different gateways in but Martin Dixon from Highways has told them they need to put the original gateways back.
There would need to be a Deed of Variation on the S278 Agreement to legally change the signage.

10. Finance

10.1	To agree payments	
a.	Clerk's salary & expenses	£737.16
b.	Garden Guardian	£983.00
c.	Norfolk Pension Scheme	£254.48
d.	HMRC	£182.29
e.	Npower	£81.58
f.	Deposit for marquee hire	£288.00
g.	M Anderson-Dungar	£75.00

Approved.

10.2 To note the Internal Audit report. Noted.

10.3 Approval of the Governance Statement of the Annual Return. **Approved** and signed by the Chair and Clerk.

10.4 Approval of the Accounting Statement. **Approved** and signed by the Chair and RFO.

10.5 To note income

a.	Precept	£15,600
b.	Textiles recycling credits	£92.32
c.	Glass and Paper recycling credits	£604.20
d.	CIL monies for Beechcroft, Holt Road	£449.77

Noted.

11. Planning

11.1 2023/1143 Laundry Annexe 59a Chapel Street. Change of use to physiotherapy clinic with proposed signage to the exterior of the building. Cllr Livingstone stated that he would be in favour of the application. However, it would be good to show dedicated parking on the application. Cllr Spencer asked if the Parish Council would have any say in the signage. Cllr Thomas will look at this.

11.2 2023/0717 Quebec Farm, installation of ground mounted solar panels. It was agreed that screening is needed.

11.3 Further information relating to the application for The Old Parsonage had been received. Cllr Livingstone was still of the opinion that the proposed brickwork was not right, this is in a Conservation Area.

11.4 Southview, Falgate. Single-storey lean to, to the side elevation. Support.

Clerk to respond.

12. Church & Cemetery

A quote to inspect and value the Church Wall in the sum of £300 had been received. **Agreed** to accept.

13. Wind Farms

Mr Monk had sent a report which had been circulated. Cllr Livingstone explained that CCTV will put outside the white house near the phone exchange box, this will look down the High Street but will only look at vehicle registration numbers. Orsted stated that they will consult with residents of the High Street, Cllr Livingstone thought that they need to consult with the whole village.

A document had been produced with Cllr Livingstone will copy and leave at various businesses and the village hall. He will also send a copy to the clerk for publication.

There will be rumble strips either end of the village to monitor traffic.

Cllr Soanes was concerned with regard to the bridge on the B1145 and the proposed volume of traffic movements.

14. Playing Field/Village Hall

14.1 Cllr Spencer reported that the Village Hall AGM had been held earlier in the week. They have a new chair and three new members of the committee. There is also a secretary, treasurer and bookings clerk. The meeting was productive, new ideas are needed. The Committee have been looking into automatic outside doors for disabled, pushchair etc access. There looking for grants to fund this.

14.2 With regard to the rabbit problem the clerk will try to obtain quotes for pest control.

14.3 Cllr Buttifant met with youth workers, they will try to get a questionnaire out to Reepham High School students to see what the young people in the village want. Cllr Buttifant will try to organise an evening events at the village hall to encourage youngsters to talk about the skatepark and other matters. The person who sent the proposal will also be invited.

It was agreed to hold a meeting to discuss the Community Benefit funding on Wednesday 31st May at 7pm.

15. Highways

An email had been received from Highways saying they will be carrying out works relating to drainage in Brandiston Road on 30th May. Cllr Soanes stated that a resident had put soil down with plant pots on top of this which is over the drains.

16. Correspondence

16.1 An email had been received from Cawston Red Rose Football Team asking for a donation to help with their costs for the next season. Cllr Spencer stated that she was in favour of helping the club, they could also be put in touch with the Heath Trust for a grant.

Cllr Buttifant proposed that £500 should be given to the club, this was seconded by Cllr Spencer with all in agreement.

17. Date of the next meeting. The date of the next meeting was set for Thursday 15th June at 7pm in the village hall.

Items for the next agenda to be sent to the clerk by Monday 5th June 2023.

18. Any Other Business

Dog and litter bins will be discussed at the next meeting.

There being no other business the meeting closed at 8.25pm.

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Chair

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Date