

**Minutes of the Annual Meeting of Cawston Parish Council
held on Thursday 21st September 2023 at 7pm at Cawston Village Hall**

Attendance: Cllr Buttifant (Chair), Cllr Durrant, Cllr Harrison, Cllr Hellewell, Cllr Livingstone, Cllr Purdy, Cllr Reckert, Cllr Spencer, Cllr Peck (County Councillor), Cllr Thomas (District Councillor), Sarah Vergette, Clerk and two members of the public.

- 1. Apologies & approval of absence.** Cllr Sinclair, Cllr Soanes. Approved.
- 2. Declarations of Interest.** None to declare.
- 3. To approve as accurate the minutes of the previous meeting.** The minutes of the last minutes, having been circulated, were **agreed**.
- 4. Co-option of Councillors.** Martin Harrison had applied to be co-opted to the Parish Council, information had been circulated in advance of the meeting. Cllr Spencer proposed that Mr Harrison should be co-opted to the Parish Council, seconded by Cllr Livingstone with all in agreement. Cllr Harrison signed the Declaration of Acceptance of Office and joined the meeting.
- 5. Public participation**
 - 5.1 Two members of the public attended the meeting to discuss progress for the skatepark. They have approached Vattenfall and received a positive response with regard to funding. Although it should be noted that Vattenfall funding will not open until September 2024. A Facebook post had received much interest although no one had come forward to join a working group. Cllr Buttifant stated that the Council had arranged an open afternoon for youngsters to express their views and it was poorly attended. Another event will be put on in October half-term in conjunction with the Youth Advisory Board. Support is needed from those who would use the skatepark. The scheme has the support of the Parish Council but there was concern that the scheme should not be too large for the site and the village.
 - 5.2 Cllr Peck reported that had attend a meeting with Vattenfall. Broadland District Council need to sign off the planning conditions, Highways have however refused to sign off. John Shaw has meeting with Vattenfall in the next week, some things are not in line with the plans that had been submitted. There will be night working but it is unclear if this will affect Cawston.
Nutrient Neutrality had been in the press recently it be reject by Government, this will come up again in the future.
County Deal – a meeting will be held on Friday 22nd September to look at the options. The final decision will be made in December.
Cllr Peck stated that his budget is going fast and if Cawston have a scheme in mind they need to claim quickly.
Cllr Thomas reported Sanders Buses new timetable will be installed, also Sanders has plans to spruce up their bus stop signs and this will include Cawston's over the next 18 months.
Community Grant Scheme - pot of money for bids between £1k - £15k being accepted up until the 3rd November. A link to BDC website was included in Cllr Thomas' email.
GNLP - the Gypsy & Traveller element is being amended and will be out to consultation end of October, early November.

With regard to an old planning application - 20220192 - Cllr Thomas met with the Planning Officer to discuss this and made it clear nearly all of the documentation is out of date and there have been developments since this was last put in.

Cllr Thomas will be holding in person councillor surgeries at the village hall in Cawston on the 21st October 10am - 12pm and 9th December 10am - 12pm.

Cllr Livingstone queried why the planning for the bungalows on Norwich Road had stalled, it is thought this could be linked to Nutrient Neutrality but Cllr Thomas will look into this.

5.3 None.

6. Matters Arising

6.1 Clerk's report. Noted.

6.2 A response had been received from Clarion Housing regarding gates in the fences to the properties in Jubilee Close, they will remind their tenants there is no right of access.

6.3 Cllr Hellewell queried the comment relating to dogs on leads on the playingfield. There were no plans to enforce this.

7. Finance

7.1 To agree payments, schedule attached.

Approved.

7.2 To agree the bank reconciliation, **agreed.**

7.3 The external audit was noted.

7.4 £220 had been received from BDC for the litter pick.

8. Planning

8.1 Planning application 2023/2639 single-storey and side extension, replacement windows to front elevation at The Bungalow, Back Lane, Eastgate. No objection..

9. Church & Cemetery

9.1 To discuss the church wall report. A quote had been received for work to be carried out to the church wall. The day rate is in the sum of £315 plus VAT. Cllr Livingstone proposed that we should go ahead with the first panel, seconded by Cllr Hellewell with all in agreement. **Action clerk.**

10. Wind Farms

10.1 Mr Monk had sent a report which had been circulated and was noted.

Cllr Livingstone reported that Orsted should have been up and running in June, they are working from the Necton end of the scheme. Orsted declined to attend the meeting with Vattenfall. The clerk will contact Orsted for an update. **Action Clerk.**

There was some discussion relating to the traffic restrictions being enforced if the work has not commenced but it is unlikely the restrictions would be removed in the meantime. Cllr Peck will speak to Highways.

Cllr Reckert stated that the wording on the flashing 20mph school signs should say 20mph all the time, Cllr Peck will also look at this.

Orsted had given instructions for a single yellow line to be put in on the bend to Chapel Street, this was done without consultation with the Parish Council and has affected businesses and traffic.

11. Playing Field/Village Hall

- 11.1 To discuss the quote for new playground equipment. It was agreed that other quotes were needed for this. **Action clerk.** The woodland fort was the preferred piece of equipment. This will be discussed when the quotes have been received.
- 11.2 Cllr Livingstone had written a paper regarding the use of herbicides on the playingfield, glyphosates were being banned on playgrounds. Cllr Livingstone proposed asking Garden Guardian to cease using glyphosate on the playingfield, seconded Cllr Spencer. **Action clerk.**

12. Highways/Environment

- 12.1 The tree survey had been received although Cllr Livingstone thought it did not cover all the trees under the Parish Council ownership. This will be compared with the previous report. **Action clerk/Cllr Livingstone.**
- 12.2 Details of the Parish Partnership Scheme were noted and this will be kept on the agenda.
- 12.3 Instructions had been given to carry out tree work in the Bowls Club car park.
- 12.4 The clerk will contact the landowner in relation to the dog bins and ask for a meeting. The clerk will also chase Highways with regard to the hardstanding for the litter bin. **Action clerk.**

13. Bowls Club

An email had been received from the Bowls Club outlining work they intend to carry out, they have put in an application for solar panels. Cllr Spencer raised concern with regard to CCTV being used but the Club had consulted the police over this. It was **agreed** to give permission for the proposed drainage works. **Action clerk.**

14. Allotments

- 14.1 A quote for installation of a water supply had been received from Anglian Water, there would be some additional expense to the Parish Council. Any water supply would need to be monitored, possibly the use of a trough with ball cock which is locked could be used. Following some discussion it was agreed to ask the current allotment tenants if they would be prepared to pay an increased allotment rent if a water supply was installed.
- 14.2 There was some discussion relating to the allotments rents, these had not been increased for some years. Cllr Livingstone proposed an increased to £12.50 per annum, seconded by Cllr Reckert.

15. Correspondence

- 15.1 Norfolk ALC AGM will be held at The Nest of 4th October.
- 15.2 The clerk had received a phone call relating to the Laurels and plaque in the Cemetery. Cllr Buttifant will plant the Laurels in October. The clerk had contacted Lampeter Council but had received no response.
- 15.3 An email had been received relating to a discussion at the previous meeting. It was agreed that no names or addresses were mentioned at the meeting. Councillors were reminded to be mindful of comments that are made.
- 15.4 An email had been received offering a free bench to the parish, this will be accepted.

16. Date of the Next Meeting. The next meeting of the Parish Council will be held on Thursday 19th October at 7pm in the Village Hall. Agenda items should be sent to the clerk by Monday 9th October.

17. Any Other Business. Cllr Purdy had been approached regarding the old snow plough, the Historical Society would like to renovate it. Cllr Purdy had taken photographs of the snow plough which is in poor condition and may be expensive to restore. It was agreed that the Historical Society should write to the Parish Council regarding this matter.

18. To discuss matters relating to the Playingfield and the football clubs.
So far there had been no resolution between the two clubs. The purpose of the playingfield is for everyone in the parish to be able to use it. The teams should work together to establish a schedule of games and training. The clerk will contact both clubs to ask if there has been a resolution. It was noted that there are no formal agreements or charges in place, a formal agreement and booking system may be needed.

There being no further business the meeting closed at 8.47pm.

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Chair

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Date