



# Caston Parish Council

2015 to 2016

CHAIRMAN:- Mr. David Blincow

VICE CHAIRMAN:- Mrs. Kay Farnbrough

**PUBLIC & PRESS ARE INVITED & COUNCILLORS ARE SUMMONED TO  
THE MEETING OF CASTON PARISH COUNCIL  
WEDNESDAY 18<sup>th</sup> MAY 2016 at 8.10pm in CASTON VILLAGE HALL**

## AGENDA

1. To consider apologies for absence.
2. To approve the minutes of the meeting held on Monday 4<sup>th</sup> April 2016.  
Chairman closes Council Meeting to permit public discussion.
3. County Councillor Ms. Claire Bowes to report.
4. District Councillor Mr. Phil Cowen to report.
5. Caston Speed Watch team monthly report.
6. Caston Home Watch monthly report.
7. Participation & questions from the public session 1.
8. The PC Chairman re-opens the council meeting.  
To record any Declarations of interest on items on the agenda and to consider any requests for Dispersions from Council Members.
9. Planning Applications: -
  - A. 3PL/ 3PL/ 2016/0268 Caston Hall. Replacement sun lounge. Permission granted on 05.04.16 by Breckland Council.
  - B. 3NM/2016/0018NMA Amendments to the design of some parts of the properties,(e.g. fittings and roof tiles). Permission granted on 11.04.16 by Breckland Council.
  - C. 3PL/2016/0532/HOU Erection of double garage to rear of the property and alterations and extensions. Un-allocated so undecided by Breckland Council.
  - D. 3PL/2016/0519/VAR - 3PL/2014/1002/F - revised scheme. Un-allocated so undecided by Breckland Council.
  - E. 3PL/2015/0613/F Residential development of 3 new dwellings (inc the removal of a temporary structure used as a site office & store). Undecided by Breckland Council.
  - F. Update on Appeal on planning application for 180 houses in Watton
10. To discuss propose and vote where applicable on the following subjects: -
  - A. To receive and adopt the new proposed 2016 Parish Council Standing Orders.
  - B. To receive and adopt the new proposed 2016 Job Description for the Parish Clerk
  - C. To establish a working group to review the Council's banking arrangements with Barclays and CAF to include yield on risk free funds; an increase in the number of signatories change of contacts for new Clerk and the implementation of internet banking.
  - D. Agree the new Chairman and Vice - Chairman should sign the mandate forms for Barclays Bank.
  - E. To agree and adopt the list of PC non financial assets so that it can be published on the PC website.
  - F. To consider report from Breckland Tree Officer regarding trees on Coronation Terrace Green and remedial works required.
  - G. To consider report by Councillor Porter regarding purchase policy for village "gates".
11. Finance - To report and approve the following expenditure:-
  - A. To adopt the PC accounts for 2015/16.
  - B. To approve and sign Annual Return as agreed by PC auditor Roger Canwell, to be sent to external auditor.
  - C. Agree the 2016/17 Chairman and Vice-Chairman should sign the mandate forms for Barclays Bank if needed.
  - D. To consider Parish Council insurance policy for 2016/17. Premium £511.68 due June 2016. In budget.
  - E. Payment to RGM for grass cutting in April - £192.00 inc. VAT. In budget under grass cutting.
  - F. Payment to the Clerk for wages for April £126.13. In budget under Wages.
  - G. Payment to the Clerk for all expenses to date c/f from April Agenda.
12. Matters to Report: -
  - A. Council's Clerk resignation and progress on new appointment.
  - B. Training for Councillors and Clerk availability.
  - C. Defibrillator funding update.
  - D. Website funding and to consider the future of website management.
  - E. Village play area. Councillor Lond-Caulk to report.
  - F. To consider the need for in house induction sessions for new councillors and/or the new clerk.
  - G. Update on information from last month - Clerk to report.
  - H. Any urgent information for PC to consider.
13. Correspondence from: - Any correspondence and associated information added to The Councillors' Folder for circulation. Public information notices posted to the village notice boards and web sites.
14. Participation & questions from the public session 2.
15. Matters for future discussion to be noted.
16. To agree the next meeting date MONDAY 6<sup>th</sup> June 2016 in Caston Village Hall at 7.30 pm.  
*Alison Skipper Clerk*



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