



# Caston Parish Council

CHAIRMAN:- *Mr. David Blincow*      VICE CHAIRMAN: - *Mrs. Kay Farmbrough*

**PUBLIC & PRESS ARE INVITED AND COUNCILLORS ARE SUMMONED TO  
THE MEETING OF CASTON PARISH COUNCIL**

**MONDAY 4 JULY 2016**

**CASTON VILLAGE HALL at 7.30 pm**

## AGENDA

1. Apologies for absence
2. To approve the Minutes of the Meeting held on Monday 6 June 2016.

The Chairman will close the Council Meeting to permit public discussion.

3. Participation and questions from the public, session 1.
4. Guest speakers.
5. Caston Speedwatch team monthly report.
6. Caston Homewatch monthly report.

The Chairman will re-open the Council meeting.

7. To record any **Declarations of Interest** and to consider any requests for **Dispensations** from Council Members.
8. Planning Applications:-
  - A. **3PL/2016/0532/HOU** – Fox Hall Farmhouse, North Acre, NR17 1DG – erection of double garage to rear of the property and alterations and extensions – permission refused.
  - B. **3PL/2016/0519/VAR** – The White House, The Street, NR17 1DP - variation of conditions – undecided by Breckland Council.
  - C. **3PL/2016/0586/HOU** – Touchstone Cottage, The Street, NR17 1DD - one and two storey rear extensions – permission granted.
  - D. **3PL/2015/0613/F** – Former Coach Depot, Dukes Lane, NR17 1BL – residential development of 3 new dwellings (inc the removal of a temporary structure used as a site office and store) – undecided by Breckland Council.
9. To discuss propose and vote on the following subjects:-
  - A. To consider and approve a Council Donation and Grants Policy.
  - B. To consider the advice received from the Charity Commission concerning the Allotment to Former Highway Surveyor Charity (Registration No. 290195).
  - C. To consider and approve that Agendas and Minutes of each meeting will no longer be posted on the Village Noticeboards, in its place a list of meeting dates together with details of the village website and contact details of the Clerk to be displayed on each Village Noticeboard, as per guidelines.
  - D. To consider and approve the disposal of the old Parish Council Notebook computer.
10. Finance – to approve and report the following expenditure:-
  - A. To approve the salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, for the month of June 2016 in the sum of £207.61.

- B. To approve the expenses reimbursement claim of the Clerk, Mrs Joanne Blackman, for the purchase of:-
    - a. one back-up drive for the Council laptop – Samsung M3 Slimline 1 TB USB 3.0 Portable Hard Drive (Amazon - £55.80)
    - b. purchase of Norton anti-virus software for the Council laptop – Norton Standard £29.99
    - c. purchase of MS Office for the Council laptop – Microsoft Office Home and Business 2016 – Licence Key £164.01 - (Clerk to make application from the Transparency Fund in relation to this item) –  
Total £249.80
  - C. Payment to RGM for grass cutting in June - £192.00 incl. VAT.
11. Matters to Report:-
- A. Update on Tree Report from the Clerk.
  - B. Update on village gates from Cllr Porter.
  - C. Update on defibrillator from the Clerk.
  - D. Update on Welcome Pack from Vice Chairman, Kay Farmbrough.
  - E. Update on Bank Working Group from Cllr Brown.
  - F. Update on Village Appraisal from Cllrs Farmbrough and Porter.
  - G. Update on purchase of SAM2 Signs.
12. Correspondence from:-  
Any correspondence and associated information added to the Councillors' Folder for circulation.  
Public Information notices posted to the village noticeboards and websites.
13. **To agree the next meeting date Monday 1 August 2016/5 September.**

The Chairman will close the Council Meeting to permit public discussion.

- 14. Participation and questions from the public – session 2.
- 15. Matters for future discussion to be noted.

*Joanne Blackman*  
*Parish Clerk*  
*28.06.2016*