



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 5 SEPTEMBER 2016
CASTON VILLAGE HALL at 7.30 pm**

AGENDA

1. Apologies for absence.
2. To approve the Minutes of the Meeting held on Monday 4 July 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/2016/0911/F** – The Field, Northacre, NR17 1DG – Portal steel framed building for storage of agricultural equipment (retrospective) – undecided by Breckland Council
 - B. **3PL/2016/0903/HOU** – 2 Hall Farm Cottages – Erection of telescopic amateur radio mast – permission granted 25.08.16.
 - C. **3PL/2016/0875/VAR** – Former Coach Depot, Dukes Lane, NR17 1BL - Residential development for 3 detached dwellings with garages (Revised design to Plot 2) – permission granted 24.08.16.
 - 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) – permission granted 29.06.16.
9. To discuss propose and vote on the following subjects:-
 - A. To purchase ink cartridges for the Council printer/scanner or to consider signing to the HP Instant Ink programme.
 - B. To consider Licence to Install and Retain a Dog Bin in front of Caston Primary School.
 - C. Training expenses for the Clerk, Joanne Blackman, in the sum of £45 in respect of Preparing the Budget and Setting the Precept Course.
 - D. Course expenses for the Clerk, Joanne Blackman, in the sum of £250 to undertake the CiLCA qualification modules.
 - E. Woodland Trust Tree Packs.
 - F. To make a donation to Citizens Advice Mid-Norfolk.
 - G. To expand the team to be responsible for the SAM2 sign.
 - H. Location of Village Gates and associated hedging.
 - I. To make a donation to Caston Village Hall Committee for insurance.
 - J. To approve all other donations (as shown on attached list) and agree a date for payment.
 - K. Notice of Conclusion of Audit and right to inspect the Annual Return.

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 months of July and August 2016 in the sum of £415.22.
 - B. To approve the expenses reimbursement claim of the Clerk, Mrs Joanne Blackman, for the months of May to August 2016 in the sum of £104.85.
 - C. Payment to RGM for grass cutting in July - £192.00 incl. VAT (paid).
 - D. Payment to RGM for grass cutting in August - £192.00 incl. VAT.
 - E. Payment to C E Clarke Fencing for supply and fitting of the village gates in the sum of £1,325.45 incl. VAT.
 - F. Payment to Wayland Painting Services for painting of the village gates in the sum of £339.43.
 - G. Payment to United Graphics for the supply of Caston Village and Speed signs for the village gates in the sum of £1,120.80 incl. VAT.
 - H. Payment to Norfolk ALC in respect of Annual Subscription in the sum of £121.03.
 - I. Payment to Westcotec in respect of SAM2 sign in the sum of £4,284.00 incl. VAT.
 - J. Payment to Mazars LLP in respect of Audit for year ended 31.03.16 in the sum of £150.00 incl. VAT.
11. Matters to Report:-
 - A. Update on defibrillator from the Clerk.
 - B. Update on Welcome Pack from Clerk.
 - C. Update on Tree Report from Clerk.
 - D. Update on Transparency Fund Application in relation to software for the Council laptop from Clerk.
 - E. Update on SAM2 Grant from Clerk.
 - F. Update on village gates from Cllr Porter.
 - G. Update on Village Appraisal.
 - H. Update of Children's Play Area from Cllr Lond-Caulk.
 - I. Financial Balances.
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 3 October 2016.**

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
27.08.2016