



DRAFT

THE MINUTES OF THE MEETING OF CASTON PARISH COUNCIL
4TH APRIL 2016, at 7.30 P.M CASTON VILLAGE HALL

Councillors present: - David Blincow, Brian Brooker, Frank Brown, Peter Chapman, Rob Lond-Caulk, Jaki Porter.

Also present: - Members of the Parish of Caston.

1. **To accept apologies for absence:** - Cllr. Kay Farmbrough. Clare Bowes - County Councillor. Phil Cowen - District Councillor. Colin Bearne - Homewatch and Speedwatch coordinator.
2. **The minutes** of the previous Parish Council meeting held on **7th March 2016** were sent to the public and Councillors as Draft. It was **RESOLVED** the minutes could be signed by the Chairman, as a true and correct record. Proposed and seconded by - Cllr. Jaki Porter and Cllr. Brian Brooker.
3. **Participation & questions from the public session 1:** -
None.
4. **County Councillor Claire Bowes.** Contact: - claire.bowes@norfolk.gov.uk
Absent.
5. **District Councillor Phil Cowen.** Contact: - phil.cowen@breckland.gov.uk
Absent.
6. **Caston Speed Watch Co-ordinator Colin Bearne.** Contact: - 01953 483961
With daytime temperatures hovering around 5-6 degrees we have been unable to hold any CSW sessions this past month.
Since the last Council meeting two sessions of electronic 24/7 monitoring by the police have shown a compliance rate of over 85%. This has caused some of us to think that our continued presence may be more cosmetic than effective in reducing vehicle speeds. Indeed it may not be as effective as the SAM flashing sign which we have at regular intervals. The Council may wish to bear this point in mind when considering alternative measures.
No CSW session has been arranged for this week. When the weather becomes milder we shall, however, be out and about again
Please join us if you are concerned about speeding in the village. It takes only 1-2 hours of your time every alternate week.
7. **Caston Home Watch co-ordinator Colin Bearne.** Contact: - 01953 483961
In the past month or so there have been a number of thefts of unattached trailers and horse-boxes. The police are advising owners to make sure such vehicles are kept securely clamped and locked.
As usual take adequate precautions with all your possessions, both indoor and outdoor.
If you are going away please tell a neighbour or friend or contact Homewatch to keep watch on your property.
8. **The PC Chairman opened the council meeting.**
Declarations of Interest none.
Dispensations from Council Members: - none.
The subject of Dispensations was discussed. In particular concerning the members of the PC who are on the Village Hall Trust and any other area like school governor or on the PCC. Following discussion and it being determined that it is in the interests of the residents of Caston and otherwise being appropriate
IT WAS RESOLVED that for a period commencing from the date hereof until the mandate of the Council is to be renewed after re-election of the new council in May, 2018 that any member also being a member of Caston Village Hall Charitable Trust [Registered Charity No. 1164836] and/or a member of the Parochial Church Council of Holy Cross Church, Caston at any time during the period be and is hereby granted an interest dispensation from any and all matters of discussion and/or business between the Council and Caston Village Hall Charitable Trust and/or the Parochial Church Council of Holy Cross Church, Caston or Governor of the Caston Village School.
SAVE THAT this dispensation shall not apply to a pecuniary interest to which the restrictions prescribed by law shall apply.”



9. Planning Applications: -

- A. **3PL/2014/0608/F** Northacre Farm Pool, Caston. Change of use of office & store room to one bedroom caretakers flat. Permission given on 12.02.16. (Already mentioned on previous minutes).
- B. **3PL/ 2016/0268** Caston Hall. Replacement sun lounge. Being considered by Breckland Council.
- C. **3NM/2016/0018NMA** Amendments to the design of some parts of the properties, (e.g. fittings and roof tiles). Being considered by Breckland Council.
- D. **TRE/2016/0076/TPO** To fell Ash tree (T4) and crown reduction on Sycamore (T7). This was for information only. The trees have been cut already. The **PC** clerk is to request a full list of T.P.O's in Caston and Northacre for future reference. The Clerk is to ask the Breckland tree Officer Hugh Coggles to visit the site and inspect the trees which are being worked on and these with other T.P.O's on them.
- E. Update on The White House entrance/bridge over the stream to the properties. Trees on property. A consent order was needed before work on this could continue. The overall size of the current pipes, in the ditch, is of great concern to the residents along that side of the Street. The Clerk to request a copy of this.

The **PC** has asked the Clerk to forward all the emails from Cllr. William Smith, who sends the Breckland Council Planning Application "weekly lists" out to **PC**'s.

10. To discuss propose and vote on the following subjects: -

- A. **Speed control measures** Cnllr. Porter to update on Parish Partnership funding and other items. The Parish Partnership funding application was successful. This will give the **PC** 50% of the cost of one Sam2 flashing sign. The councillors asked when this would be up and working? Cllr's Brown, Porter and the Clerk to co-ordinate the purchase of the sign from Westotoc, (based in East Dereham) and ask about delivery. The Clerk asked Cllr. Brown to contact the Charity commission about closing a HSL account, as he had dealt with them previously. **Next Agenda.**
The "Village Gates" design was discussed. The proposed spend is £7,500.00. Cllr. Chapman expressed his great concern over spending the large majority of the **PC** and Highway Surveyors Trust accounts on this project. Not much money would be left in the accounts for future **PC** needs and unexpected bills after paying for these gates. Cllr Lon- Caulk agreed that spending all the money may not be such a good idea. Maintenance free plastic gates were the preferred option. Cllr. Brooker preferred the sign to have a large "30mph" roundel at the centre of the main design. More information on costs of different designs is to be obtained. **Next Agenda.**
- B. **Village Appraisal 2016** - working party. The Clerk has given the Village Appraisal file to Cllr. Porter for reading. This is to then go to Cllr. Farmbrough. Cllr. Porter reported that she has also looked at Excel files produced by Shipdham **PC** for their Village Plan. These were rather too exhaustive for Caston as we have fewer amenities in the Caston. A working group was suggested as Cllr. Porter, Cllr. Farmbrough and resident Mr. Colin Trussell. After discussion it was agreed that he working party should consider the various options and method of formulating an Appraisal questionnaire and report back to the **PC** in October 2016. It is intended that this will help to establish the needs of the residents and how they see the village over the next few years. The costs of creating this, and also the need, need to be established and funding streams also looked into. **October 2016 Agenda.**
- C. Breckland Council **Local Plan Preferred Options** update. This item has to be moved to the **June Agenda** when more news may be available.
- D. **Update** on Appeal on planning application for 180 houses in Watton. There has been no news from the Planning Inspectorate to report to date. **Next Agenda.**
- E. **Her Majesty The Queen's 90th Birthday medals** Cllr. Lond-Caulk to update. - He reported that he had looked at the number of under 16 both attending the village school and living in the village, using figures from the Office of National Statistics - www.ons.gov.uk. He also asked the school, who said that they will be providing the 55 pupils with these medals. He thought that there might possibly be only 27 children living in Caston who are not at the school. The **PC** agreed not to pursue this matter for the possible 27 children.
- F. Caston **PC Standing Orders review** - working group. IT WAS RESOLVED that a working group of Cllr's Blincow, Brooker and Brown was agreed. They were asked to consider material supplied by the Clerk and other sources, and to report back and the June **PC** meeting. The new **STANDING ORDERS** will be Proposed and Adopted at the next meeting. **June Agenda.**

11. Finance - The following expenditure was proposed by Cllr. Brown and seconded by Cllr. Brooker for payment: -

- A. **Donation to Caston PCC churchyard maintenance fund.** In 2016/17 budget at £450.00. . Proposed by



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Cllr. Chapman and seconded by Cllr. Lond-Caulk.

- B. **Payment to** HCI Data for new email and web address - £109.00 for 2 years 2016/18. In 2016/17 budget. Waiting for the invoice. **Next Agenda.**
- C. **Payment to** Mrs. Jane Horner for new photographs and inserts into the Caston Remembrance Book. Amount to be advised at the meeting with invoice. In Earmarked funds - Remembrance Book. As yet Mrs. Horner has not ordered the photos. She will request repayment for the photos **later in the year.**
- D. **Payment to** The Clerk - wages for March 2016 - £126.12. In budget under Wages. Proposed by Cllr. Chapman and seconded by Cllr. Lond-Caulk.
- E. **Payment to** The Clerk - expenses for January 1st to March 31st 2016 - £31.00. In budget under Expenses. No invoice available tonight. **Next Agenda.**
- F. **End of year accounts** - to be available to councillors to inspect before next PC meeting.
- G. **EXTRA ITEM - Payment to** Village Hall for hall hire for meeting for co-option of new councillor. Cllr. Brown the Village Hall Treasurer asked for these small amounts for extra meetings to be added to the yearly payment of £50.00 which is paid at the start of the year. (Next payment due May 2016)

12. Matters to Report: -

Update on information from last month - Clerk to report.

- A. Defibrillators grant application. A quote from the electrician and other information requested by Breckland Council Communities Grant dept. is being gathered by The Clerk in order to complete the funding application. **Next Agenda.**
- B. Any urgent information for PC to consider.
 - **Elections of Chair and Vice-Chair** .The Councillors discussed the need for a new method of choosing a new Chairman at the start of the new Parish Council year in May. It was decided that the elections would be by secret ballot. A list of all the councillors' names would be drawn up in alphabetical order by the current Chairman and a ballot box placed in the kitchen of the hall. Each councillor would then vote for his/her chosen Chairman and if there was a tie for the position a re-vote would occur. The Vice-Chairman would be chosen by the same method. This would take place at the start of the Annual Parish Council Meeting before the start of the May PC monthly meeting.
 - **Dog mess** outside the village school is becoming a problem and the Clerk has been asked to find out if Breckland Council can help clear this up and possibly provide a new dog waste bin as it is in a school area. The Clerk is to find out the costs of a new dog waste bin the same as the one at the village hall. It was agreed that this could be placed on the bus shelter outside the school. **Next Agenda.**
 - A consultation letter about **Broadband** has been received from NCC. This needs answering immediately. Cllr. Brooker offered to do this for the PC.
 - **Broad band.** Several members of the village have complained about the recent poor download speeds. This is hindering their businesses. After discussion it was agreed that Cllr. Brown would ask Karen O'Kane (BB4Norfolk) when Caston would be put onto the fibre optic cables. Another service Wi Spire was also discussed. More information from Caston PCC was requested. **Next Agenda.**
 - It was asked if the 2000 **crocus bulbs** the PC donated to the school had been planted. They were asked to plant them in the grass near the big tree, outside the school. There was no sign of any flowers. The Crocuses on the Greens have been blooming very well. **Next Agenda.**
 - A parishioner had asked for **the grass** on The Greens to be cut as it was looking tatty. The Clerk said owing to illness she had not managed to get any quotes for the following years grass cutting. Each invoice is over £100 so three would be needed. Today the Clerk had asked the current provider RG Maintenance for a quote. This is £50.00 per cut for the main Green and £30.00 per cut for Coronation Terrace. These are the same as 2014/15 and 2015/16 prices, no increase. They are available to cut the Greens for April. It was proposed by Frank brown and seconded by Cllr. Brooker that until the Standing Orders is reviewed in the coming months. It was resolved that RGM should continue their service.

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.

- There are 8 proposed locations for the sam2 sign. This would stay up for 4 weeks and not return for 8 weeks. There was concern about these positions. Cllr. Porter stated that these would stay up for the given amount of time in the sites identified by NCC Highways dept and the contractor who erects them.



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- There seems to be a lot of unnecessary parking outside the school. Due to the volume of vehicles outside the school and also at the White House, there is a danger of a serious accident. The Cllr's replied that the Police had said that there was not a problem in this area, as they have already looked into this situation.
- Removal of the existing 30mph signs may incur a further cost to the PC.

15. **Matters for future** discussion to be noted.

16. The next meeting date **Wednesday 18th 2016** (Not on a Monday night)

This will be **THE ANNUAL MEETING OF THE PARISH OF CASTON**
in the **VILLAGE HALL** at 7.30pm

and followed by

ANNUAL PARISH COUNCIL MEETING
at 8.00pm approx.

The May Parish Council meeting will follow the installation of new councillors.

Alison Skipper Clerk