



Caston Parish Council

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

**MINUTES OF
THE MEETING OF CASTON PARISH COUNCIL
MONDAY 3 APRIL 2017
CASTON VILLAGE HALL at 7.30 pm**

Councillor's present:- David Blincow, Kay Farmbrough, Brian Brooker, Frank Brown, Peter Chapman, Jaki Porter

Also present:- Members of the Public

1. **Apologies for absence:** Apologies were received and accepted from Cllr Lond-Caulk.
2. It was **RESOLVED** that the Minutes of the Meeting held on Monday 6 March 2017 could be signed, by the Chairman, as a true and correct record. Proposed and seconded by Cllr Frank Brown and Cllr Kay Farmbrough.

The Chairman closed the Council Meeting to permit public discussion.

3. **Participation and questions from the public, session 1:** None.
4. **Guest speakers:** None.
5. **Caston Speed Watch Co-ordinator Colin Bearne – Contact 01953 483961**

The Speed Watch Co-ordinator Colin Bearne, reported as follows:-

There have been three sessions and one abandoned session since the last council meeting. 376 vehicles were observed and we were able to record 11 of these as speeding. The unexpected closure of the Attleborough Road did produce some days when there was blissfully little traffic in The Street, but an unwelcome amount in Northacre as a result. Had there been any warning of the closure it would have been possible to organise a Speed Watch in Northacre or to relocate the SAM sign there.

Please join us if you are concerned about speeding in the village. It takes only 1-2 hours of your time every alternate week.

6. **Caston Neighbourhood Watch Co-ordinator Colin Bearne – Contact 01953 483961**

The Neighbourhood Watch Co-ordinator, Colin Bearne, reported as follows:-

Sadly, there is one burglary to report, involving a property in The Street. The break-in took place during daylight hours and a number of items were taken.

If your property is going to be empty for some time use your ingenuity to make it look as though it is not and that you may be returning shortly, and tell a neighbour or friend.

Be on your guard against strangers to the village offering you a 'half truckload' of pebbles or black stuff. You will pay over the odds for it!

CHAIRMAN.....

DATED:

There are still a number of advice booklets and window stickers available on application to Colin Bearne at the number above.

The new Neighbourhood Watch signs are now in place.

The Chairman reopened the Council meeting.

7. **Declarations of Interest**:- None.

Dispensations from Council Members: - None

8. **Planning Applications**:-

A. **3PL/2015/1080/F** – The Barn, Dukes Lane. Cllr Lond-Caulk was not in attendance and could not provide an update however, it was noted that progress was being made on the new premises and that Cllr Lond-Caulk had previously advised that he had applied for an extension of time.

B. **3PL/2017/0248/HOU** – The Old Garage House, The Street. It was reported that this application remains undecided by Breckland Council.

C. **3PL/2017/0259/HOU** – Little Barn, Caston Road. It was reported that this application remains undecided by Breckland Council.

D. **3PL/2017/0366/VAR** – 4 Bridge Cottages. It was reported that this application remains undecided by Breckland Council.

9. **To discuss propose and vote on the following subjects**

A. **Annual Return 2017 – valuation of and depreciation policy for Parish Council assets**

Cllr Brown explained that the Annual Return requires a valuation of assets of the Parish Council to be reported thereon. Recent Returns have reported a value of £58,830 however there is evidently no asset register recording how this sum has been computed. There is in existence a schedule of so called "village risk assets" defining the responsibility therefor between the Parish, District and County Councils which may form the basis for creating a Council asset register. Additional assets have been acquired since the last Annual Return, namely Village Gates/SAM2/computer. Mazars, the Auditors, have advised that the computer/software should be written off over a period of three years. Cllr Brown proposed that a working party is formed to consider the Parish Council assets over the forthcoming year when proper consideration can be given to the creation of an asset register and a depreciation policy for the various asset classes. The existing valuation should remain for 2017/18 as adjusted for additions and the 16/17 depreciation. It was therefore **RESOLVED** that a working party would be established and that the valuation of assets would remain the same for the year 2017/18 adjusted as described. Proposed by Cllr Brown, seconded by Cllr Porter, all voted in favour. Further, the Clerk will enquire of Clerk colleagues as to depreciation of assets. **Item for next Agenda.**

B. **To agree a regular schedule for the washing down of the village gates**

Cllr Brooker suggested that the Parish Council should establish a regular schedule for the washing down of the village gates, namely April/October of each year. Cllr Porter advised that there is a bi-annual painting schedule but this does not cover the cleaning down of the gates.

The Chairman closed the Council Meeting to permit public discussion.

Colin Bearne, Neighbourhood Watch Co-ordinator, advised that he would be prepared to wash down the gates when he is undertaking the washing down of the Neighbourhood Watch signs. The Parish Council thanked Mr Bearne for his kind offer.

The Chairman reopened the Council meeting.

CHAIRMAN.....

DATED:

10. **Finance – to approve and report the following expenditure**

Payment of the following items was proposed:-

- A. To approve the salary payment, including holiday pay allowance to the Clerk, Mrs Joanne Blackman for the month of March 2017 in the sum of £207.61.
- B. To approve the expenses payment to the Clerk, Mrs Joanne Blackman, for the months of December 2016, January, February and March 2017, in the sum of £111.26.
- C. To approve the use of home office allowance to the Clerk, Mrs Joanne Blackman, for the year 2016/17, in the sum of £35.00.

Proposed by Cllr Chapman and seconded by Cllr Brown with all in favour.

11. **Matters to Report**A. **Update on defibrillator**

The Clerk advised that she is still attempting to rearrange the training with East Anglia Ambulance Service but unfortunately the gentleman who carries out the training remains on sick leave. The Clerk has obtained an alternative contact who has promised to provide her with some dates but they are extremely busy covering a double workload. The Clerk will continue to seek a date for the training. The Clerk further advised that an engineer had attended and had resolved the problem with the sticking door on the defibrillator box. Tony Ash is maintaining regular checks of the defibrillator and keeping a register of these checks. ***Item for next Agenda.***

B. **Update on Tree Report**

It was noted that the Parish Council is awaiting the report of Andrew Coombes in relation to the condition of the Beech Tree. ***Item for next Agenda.***

C. **Update on original Village Cross repairs**

The Clerk advised that she had contacted Historic England with a view to obtaining some details of other contractors that we may approach and is awaiting information. ***Item for next Agenda.***

D. **Update on Village Appraisal**

Cllr Farmbrough advised that the working party met on the 23 March and the collation of responses is being put together in a report and should be available in readiness for the working party's next meeting on 12 April 2017. Cllr Farmbrough outlined a few matters which have come to light, from the 124 responses received, as follows:-

- Residents are unsure as to what the Parish Council do
- Residents state their main source of information comes from the Waylander, not the website, and sometimes word of mouth
- 109 residents are unaware of the emergency plan
- Not aware of the Local Plan
- Concerns re development in the village
- Concerns re traffic
- Concerns re parking
- Unaware of the flexi-bus service
- There should be more communication between the school and the village
- Villagers on the outskirts of the village feel left out of village life

CHAIRMAN.....

DATED:

A discussion took place as to whether the Parish Council could have a regular article in the Waylander. Cllr Blincow advised that when we had previously made a request of the Waylander, we were advised that there is insufficient space to permit a regular article as the Waylander covers several villages. Cllr Blincow will speak to the Waylander to enquire whether this would be possible and any likely costs which would be incurred.

Cllr Farmbrough enquired as to how the Parish Council would like the Village Appraisal Report to be published for example, view online or copies to be printed and delivered to all properties. The Report is likely to be quite large. Cllr Brown expressed that as two thirds of the residents had responded to the questionnaire that we should consider publishing a copy for each property and these should be delivered.

Cllr Porter suggested that the Report should be distributed amongst the Councillors in the first instance.

Further discussion took place and it was agreed that a summary printed version should be delivered to all properties and that a full copy of the Report would be made available to residents should they wish to view the same.

Cllr Farmbrough advised that the first draft of the Report should be available for Councillors at the next Parish Council meeting on 8 May 2017.

Item for next agenda.

E. Financial Balances

All Councillors had sight of the financial balances. Cllr Chapman expressed his concerns that we need to be mindful of the increasing costs of the Parish Council.

F. Update on transfer of banking facilities from Barclays to Lloyds and the implementation of internet banking

Cllr Brown advised that the first internet banking payment would be made this month. Cllr Brooker is to be added to the signing mandate as agreed at the last meeting and the Clerk is to be added to internet banking for viewing purposes only. Cllr Blincow has permitted access to internet banking and will check he can access the same. ***Item for next Agenda.***

G. Adoption of telephone boxes

A discussion took place as to the purchase of the two telephones boxes by the Parish Council. The Clerk advised that the Council's insurance company had advised that dependent on the value of the boxes (determined by age and style), the replacement value could be between £1,000 to £5,000 (per box) and that we may be able to obtain a better idea of price through websites such as Ebay or <http://www.x2connect.com>. Taking the middle value of £3,000 replacement cost, this would result in an additional annual insurance premium of £14.19 including insurance premium tax. It should also be noted that a £250 excess will apply to any one claim. Phil Wells will look into the value of the two phone boxes within the village.

A further discussion took place as to the pros and cons of retaining the telephone boxes within the village and Cllr Farmbrough proposed that the Parish Council should purchase the same at a cost of £1 each, seconded by Cllr Porter. A vote was taken with four in favour and two against.

It was therefore **RESOLVED** that the Parish Council would seek to purchase both telephone boxes within the village [*with the assistance of the working party*].

Item for next Agenda.

CHAIRMAN.....

DATED:

H. **Matters for the Rangers**

It was noted that all previously reported matters remain outstanding and would be reported again. The gutters are particularly bad. The Clerk will further report these matters. ***Item for next Agenda.***

J. **Northacre/Village Hall Noticeboard**

The Clerk advised that she was meeting with a handyman tomorrow morning and would report further in due course. ***Item for next Agenda.***

K. **Traffic calming**

The Chairman closed the meeting to permit public discussion.

Colin Bearne, Speed Watch Co-ordinator, expressed his concern that the road through Caston is still being used a busy B road with access into the town and this has got progressively worse over the last five years especially in relation to HGV vehicles. A lengthy discussion took place as to possible solutions to this problem such as chicanes, reduced speed limits and weight restrictions. It was agreed that hard data is required to establish the extent of the problem and likely costs of any traffic calming measures. Cllr Porter agreed to look into the points discussed and establish the likelihood of implementing any of the suggested solutions together with likely costs and would report at the June Council meeting. ***Item for June Agenda.***

The Chairman reopened the Council Meeting.

L. **Closure of Attleborough Road**

This matter was discussed at item 5.

12. **Correspondence from:** A request for donations to Norfolk Media Foundation.

13. The next meeting date is **Monday 8 May 2017** to include the Annual Parish Meeting and the Annual Parish Council Meeting.

The Chairman closed the meeting to permit public discussion.

14. **Participation and questions from the public:**

A member of the public thanked Colin Bearne for siding out on the Green.

The Chairman re-opened the Council meeting.

15. **Matters for future discussion**

Communication with residents and items for next Agenda listed above.

The Parish Council Meeting closed at 9.08 pm.

Joanne Blackman
Parish Clerk
10 April 2017

CHAIRMAN.....

DATED: