



Caston Parish Council

CHAIRMAN:- Mr. David Blincow VICE CHAIRMAN: - Mrs. Jaki Porter

MINUTES OF THE MEETING OF CASTON PARISH COUNCIL

MONDAY 4 JUNE 2018

CASTON VILLAGE HALL at 7.30 pm

Councillor's present:- David Blincow, Kay Farmbrough, Frank Brown, Brian Brooker, Peter Chapman, Rob Lond-Caulk

Also present:- None

1. **Apologies for absence:** Cllr Jaki Porter.
2. It was **RESOLVED** that the Minutes of the Meeting held on Monday 14 May 2018, be signed, by the Chairman, as a true and correct record. Proposed by Cllr Brown and seconded by Cllr Brooker. All voted in favour.

3. **Participation and questions from the public, session 1:**

No members of the Public were present.

4. **Guest Speakers:** None.

5. **Caston Speed Watch Report by Co-ordinator Colin Bearne – Contact 01953 483961**

“There have been 3 sessions since the last council meeting. 212 vehicles were observed of which we were able to log 64 as speeding. This is an unusually high proportion and reflects the time of day and the venue chosen. There is a particular problem with Stow Bedon Road where drivers are failing to adjust their speed as they enter the 30 limit.

Our new recruits continue to be trained.

Our human resources are still fragile some weeks and we are still in desperate need of fresh volunteers.

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 Report by Co-ordinator Colin Bearne – Contact 01953 483961**

“Thankfully there is again nothing to record this month.

For Neighbourhood Watch ring 483961. For reporting suspicious activity and seeking advice use 101”.

The Chairman reopened the Council meeting.

7. **Declarations of Interest:**- Cllr Lond-Caulk, item 8A and 8C. Cllr Farmbrough, item 8B.
Dispensations from Council Members: - None

CHAIRMAN.....

DATED:

8. **Planning Applications:-**

- A. **3PL/2015/1080/F** – The Barn, Dukes Lane. The building is now empty and is still on track for removal by September.
- B. **3PL/2017/1267/0** – Land adjacent to Caston Primary School – erection of five dwellings and car park for Caston Primary School. The response from the Complaints Team at Breckland Council was discussed. The Clerk advised that she had emailed DC Phil Cowen to enquire whether we would be required to make a formal request to have sight of the proposal being prepared by the developer re flooding at this site or whether this would be automatically referred back to ourselves. The Clerk advised that no response had been received to date and that she would continue to chase DC Cowen for a response in this regard.
- C. **3PL/2017/1125/F (Appeal Reference APP/F2605/W/17/3191440)** – Bilhams Cottage, The Street, Caston, NR17 1DD - Conversion of garage to one and a half storey cottage. Appealed. (26 March). This matter has been approved on Appeal.
- D. **3PL/2018/0395/HOU** – Evergreen, The Street, Caston, NR17 1DD – Erection of front porch. This matter remains undecided.
- E. **3PL/2018/0027/F** – Development of Cattle Roundhouse, Thompson Road, Griston, IP25 6PX – erection of 1 no organic free range egg laying unit with connected packing area. This matter remains undecided.
- F. **3PL/2018/0465/HOU** – Little Barn, Caston Road, Caston – Single storey side extension including glass link corridor and new porch to front elevation. The Council has no objections to this application. This matter remains undecided.

9. **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 May 2018 in the sum of £212.52. All voted in favour.
- B. To approve payment to Came & Co for insurance renewal to 31 May 2019 in the sum of £633.10. All voted in favour.
- C. To approve payment to Roger Canwell in respect of the Internal Audit of the Parish Council in the sum of £60.00. All voted in favour.

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

A. **Annual Return 2017/18**

- It was **RESOLVED** that the Parish Clerk and the Chairman of the Council, David Blincow are authorised to execute and deliver the Annual Return for the year ended 31 March 2018 to PKF Littlejohn, the Council's external auditor, and that the Parish Clerk is authorised to execute and deliver the statutory notice advising residents of their examination, inspection and enquiry rights. Proposed by Cllr Farmbrough and seconded by Cllr Brooker.

B. **General Data Protection Regulations 2018 (“GDPR”)**

It was **RESOLVED** to:

- approve and adopt the Council General Data Protection Policy
- approve the current Privacy Notice in relation to GDPR
- approve and adopt the Data Protection Commitment (for emails)
- approve and adopt the amendment to the Council Standing Orders
- approve and adopt the amendments to employment documentation.

Subject to minor amendments to be made by Cllr Brooker and the Clerk in relation to use of foreign providers for the transmission of emails. Proposed by Cllr Brown and seconded by Cllr Brooker.

CHAIRMAN.....

DATED:

C. Purchase of an additional SAM2

A brief discussion took place and the Council are in favour of investigating the possibility of the purchase of a second SAM2 sign for the village. It was therefore agreed that Cllr Porter would be requested to investigate the associated costs and any grants which may be available. **Item for next Agenda.**

11. Matters to Report

A. Update on original Village Cross repairs.

The Clerk advised that she had been notified that sadly Simon Swann (the construction builder who had previously quoted for the works) had passed away. The Clerk had received emails from two of the other three tender invitees who had confirmed that they would be submitting a tender by the deadline of 8 June 2018. **Item for next Agenda.**

B. Financial Balances.

The Clerk reported the current account balances. **Item for next Agenda.**

C. Update on telephone boxes.

No update was available. The Council are concerned that no progress appears to have been made and no update has been available for the last two meetings. The Clerk will write to Phil Wells to obtain an update in this regard. **Item for next Agenda.**

D. Matters for the Rangers

The Clerk to report the following:

- Pavement requires cleaning from outside Flaxmoor House towards the Village Green.
- Sunken curb stone by War Memorial.
- Footpaths require siding out and green moss removed from footpaths towards Northacre.
- Road signs require cleaning and weeds removed.
- Siding out of all pavements and verges cut.

Item for next Agenda.

E. Update from Claire Bowes re 20mph flashing signs outside the school.

No update available. **Item for next Agenda.**

F. Complaint letter to Leader of the Council in respect of Planning Committee Meeting held on Monday 12 February 2018 re 3PL/2017/1267/0 – Land adjacent to Caston Primary School – erection of five dwellings and car park for Caston Primary School.

The response referred to at 8b above was discussed in more detail. The Council feel that the response has not addressed the principle issue, namely the Planning Committee Chairman's conduct. Further, the writer is judging himself as the person responsible for showing the pictures supplied by the Parish Council, and therefore cannot be impartial. It was therefore **RESOLVED** that this matter should be referred to the second stage for further investigation and that the Chairman would write to DC Cowen, in this first instance, to seek his advice. All voted in favour. The Clerk is to provide a timeline to the Chairman to assist. **Item for next Agenda.**

G. Update re possible purchase of a 'Tommy' Statue to commemorate the end of WW1.

Cllr Brown had prepared draft text to be sent to all residents on the email circulation list and to be placed on the Caston Village Facebook page. The text was approved. Cllr Brooker to arrange for the email to be sent and Cllr Porter be asked to place the same on the Caston Village Facebook page.

CHAIRMAN.....

DATED:

H. Update re Play Area

Cllr Lond-Caulk passed around copies of two ideas for the proposed play area. A discussion took place. Cllr Blincow suggested that there needs to be a group to support the proposals and to prepare the necessary reports, costings etc. The Appraisal is a start as it highlighted the desire to have a play area. Cllr Lond-Caulk asked the Council if they were happy to have a play area in the village. A vote was taken with 4 voting in favour and 2 abstentions. Cllr Lond-Caulk is to report further at the next meeting. **Item for next Agenda.**

I. Update from Highways re No Stopping Signs

Cllr Porter is pursuing this matter with Highways.

J. Damage being caused to Village Green by vehicles

It is acknowledged that the damage is being caused predominantly by HGVs trying to turn into Church Lane. A discussion took place and it was felt that signs would not achieve anything as there is no enforcement available to the Parish Council. It was agreed to remove this item from the Agenda.

K. Update re pedestrian signage for Northacre

The Council discussed this matter further and agreed that signage will not stop speeding vehicles and that it was agreed that this matter should be removed from the Agenda.

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 2 July 2018.

The Chairman closed the Council Meeting to permit public discussion.

14. Participation and questions from the public – session 2. None.**15. Matters for future discussion.**

Meeting closed at 8.48pm.

*Joanne Blackman
Parish Clerk
21 June 2018*

CHAIRMAN.....

DATED: