



# Caston Parish Council

Year 2015 - 2016

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

## THE MINUTES OF THE MEETING OF CASTON PARISH COUNCIL 7<sup>th</sup> September 2015, at 7.30 P.M CASTON VILLAGE HALL

**Councillors present:** - Mr. David Blincow, Mrs. Kay Farmbrough, Mr. Brian Brooker, Mr. Frank Brown, Mr. Peter Chapman, Mrs. Lesley Crosthwaite, Mrs. Jaki Porter.

**Also present:** - Members of the Parish of Caston. Mr. Colin Bearne - Co-ordinator for Caston Home Watch & Caston Speed Watch team. Mr. S. Clancy & Mr. N. Clancy - MMC Developments. Guest speaker: - None

1. **To accept apologies for absence:** - Mr. Stan Hebborn - County Councillor, Mr. Phil Cowen - District Councillor. PCSO Tonya did not attend but has recently been to a Drop In coffee morning at the village.
2. **The minutes** of the previous Parish Council meetings held on **27<sup>th</sup> May , 6<sup>th</sup> July , 17<sup>th</sup> August 2015** were handed out to the public and Councillors as Draft. It was **RESOLVED** that all the minutes could be signed by the Chairman, as a true and correct record.
3. **Declarations of Interest** from members, in any item to be discussed were noted:-  
David Blincow - none, Brian Brooker - none, Frank Brown - none, Peter Chapman - none, Leslie Crosthwaite - none, Kay Farmbrough - none, Jaki Porter - none.  
**Dispensations** from Council Members: - none.
4. **District Councillor Mr. Phil Cowen.** Contact: - phil.cowen@breckland.gov.uk  
Mr. Cowen was absent. He will try to attend the Drop in coffee mornings on Fridays when he can.
5. **County Councillor Mr. Hebborn.** Contact: - stan.hebborn@norfolk.gov.uk  
Mr. Hebborn was absent.
6. **Close meeting to introduce guests.**  
There were no invited guest speakers.
7. **The PC Chairman closed the PC meeting and opened the meeting for public debate at 7.35pm.**
  - The Chairman opened the first item for discussion. A summation of the PC's objections to the planning application for MMC's development at Attleborough Rd - 3PL/2015/0147/F, was given and stated that Breckland Council had requested that the developer and the PC discuss the plans and any new ideas for the site. This had also been done between the PC planning working party and MMC on 2<sup>nd</sup> Sept 2015.
  - The Chairman introduced Mr. Clancy and his brother and asked them to explain why there had been significant design changes and several amendments to their proposed plans for their Attleborough Rd. The development had changed from 3 houses to 4, and asked whether this would resolve some of the issues highlighted by the PC's objections to previous plans submitted to Breckland. It was noted that the amended plans, from 3 to 4 properties, had not yet been sent to Breckland although some discussion with them and MMC had occurred to get their prior opinion.
  - Mr. Clancy explained that they would like to work with the PC and the reason for a change to 4 houses was to allow the whole area of the site to be used up, thus preventing any further development at the back of the site in the future. The access road at the front was to help alleviate the PC's concerns about traffic and the position of each property tried to make best use of the locality.

After a long discussion between the public, councillors and developers, the meeting was reconvened at 8.25pm and the PC took a vote on their opinions for choosing the 4 house idea.

- Depending upon the detail of the formal application yet to be submitted four councillors indicated they could be minded to be in favour, one was against and two abstained. The PC now awaits further information from Breckland Council.

After a 5 minute break the public participation session was reopened to allow the public to discuss other concerns not related to this planning application.

- A parishioner informed the PC about the concern over the amount of dog mess in Church Lane and asked if the PC could request a clean up from Breckland Council. The Clerk would contact Breckland.
- Speeding in the village by delivery vehicles was becoming a nuisance. Could the village become a Quiet



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Lane village? Google maps and vehicle satnav's were also directing traffic through the village as a short cut to Watton and Attleborough, particularly large lorries. Could anything be done about this? It was doubtful anything could be done to stop this. Quiet lanes scheme may no longer exist but the Clerk would check this.

- When will the strip of concrete next to the BT pole in Dukes Lane been removed? This will be added to an agenda in the New Year to allow the developer to finish his work on the neighbouring site.

**8. Caston Speed Watch Co-ordinator Mr. Colin Bearne. Contact: - 01953 483961**

There were 9 sessions since the last report. 889 vehicles were recorded 35 speeders and 7 travelling at over 35mph. This low percentage of speeders is only achievable during Speedwatch sessions. To achieve a permanent low figure other traffic calming measures would of course be needed, e.g. a permanent flashing sign or signs.

If you are concerned about speeding in the village please join the team and help us. One to two hours every alternate week is all that is needed.

**9. Caston Home Watch co-ordinator Mr. Colin Bearne. Contact: - 01953 483961**

If you are going away please tell a neighbour or friend or contact Homewatch to keep watch on your property. There were no serious crimes to report since the last meeting. In the oncoming dark nights please take care of your outside possessions and make sure you have adequate locks on sheds and security lights are operating properly.

**The Chairman re- opened the Parish Council meeting at 8.40pm.**

**4. Planning:- The following decisions were noted:-**

- 3PL/2014/0608/F** Northacre Farm Pool, Caston. Change of use of office & store room to one bedroom caretakers flat. Under consideration by Breckland Council.
- 3PL/2014/1088/O** Site adjacent to Home Farm, Northacre, Proposed residential development for 3 detached dwellings. This was refused by Breckland Council and has gone to Appeal with Planning Inspectorate APP/F2605/W/15/3005069. Appeal dismissed.
- 3PL/2015/1080/F** The Barn, Dukes lane Erection of storage building with offices. Retrospective. Refused by Breckland Council on 23.07.15.
- 3PL/2015/0613/F** Former coach depot Dukes Lane. Residential development of 3 new dwellings (Including: - Removal of a temporary structure used as a site office and store). Under consideration by Breckland Council.
- 3PI/2014/0303/F** The Cottage 2 Northacre. To install a granny annex to the front of the property. Refused by Breckland Council on 10.07.15.
- 3PI/2015/0147/F** Land East of Walnut Tree Cottage, Attleborough Rd. Erection of 3 dwellings. (Reduced from 8 dwellings). This application is still under consideration by Breckland Council as new amendments are due to submitted to them. See public discussion above.
- 3PL/2015/0536/LB & 0535/F** Flaxmoor House, The Street. Construction of new boiler house, fuel store & flue. Under consideration by Breckland Council.
- 3PL/2015/0816/F** Meadowside, The Street. Single storey extensions side and rear. Permission from Breckland Council on 06.07.15.
- 3PL/2015/0832/LU 2,** Hall Farm Cottages, Caston. First floor extension, internal alterations and convert garage to home office. (0832/LU). New amendments have been received by the PC for consideration.
- 3PL/2015/0765/LB & /F** Thatched Cottages, The Street. New garage/office & ancillary accommodation, replacement porch and reconfigure part of roof, remove chimney and flue. Under consideration by Breckland Council.

**5. Finance:- To report and approve the following expenditure:-**

All the following expenditure, except item 5.F. p3, was proposed for payment by Mrs. Lesley Crosthwaite and seconded by Mr. Brian Brooker : -

- Payment** to Colin bearne for mileage to collect Speed Watch items. £16.20 in budget under Misc. items.
- Payment** to Village Hall Committee for 4 x extra meetings: - 27<sup>th</sup> May PC, 28<sup>th</sup> July Visit/Talk, 3<sup>rd</sup> August PC, 17<sup>th</sup> August PC. Total £20.00, in budget under Hall rental.
- Payment** to RGM for grass cutting in June £288.00 inc. VAT (each green x 3 cuts), July £192.00 inc. VAT (each green x 2 cuts), & August £192.00 inc. VAT (each green x 2 cuts). In budget under village maintenance. Total to pay RGM £672.00



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- D. **Payment** to Gedney Bulb Company Ltd £240.00 inc VAT. Caston Carpet of Colour - grant from Breckland Council at £200.00. VAT recoverable. Crocus bulbs for village scene. Volunteers needed to plant.
- E. **Payment** to Mrs. Jane Horner £13.30 inc. VAT for tar paint for bus shelter maintenance. In budget under Misc. items. A letter of thanks is to be sent to Mr. and Mrs. Horner for donating their skill and time to paint the bus shelters.
- F. The following **Donations** are in the 2015/16 budget to: -
  - British Legion £25.00.
  - Caston Village Hall committee for hall insurance £450.00. Proposed by Lesley Crosthwaite and seconded by Peter Chapman. Not Village Hall Committee members.
  - Mid Norfolk Citizens Advice (Watton) £100.00.
  - Wayland Partnership £100.00.
  - Wayland First Responders £100.00 (public volunteers).
  - Norfolk Accident & Rescue £100.00 (Dr. & paramedics volunteers).
- G. **Payment** to The Clerk - wages for July 2015 £108.11, & wages for August 2015 £108.11, in budget under Wages.
- H. Note the 2015 Election charges invoice has yet to arrive - approx £500.00 partly in budget under Election costs. Item for the next Agenda.

## 6. Matters to report: - Clerk

- A. Notice board on The Green. Peter Chapman has received the new notice board and is storing it until it is possible to be put up by Peter Hall and any assistance he can get.  
It was noted that Peter's father Alan Hall, who served as a Parish Councillor for many years, had sadly passed away on August 31<sup>st</sup>, aged 93 years. He was one of the oldest residents of Caston.
- B. Defibrillator. The Clerk has been asked to book a date with Mrs. Barrowman and also book the village hall for a public meeting.
- C. Dukes Lane custodianship issue Mr. F. Brown and Mr. P. Chapman to report - previously circulated proposed Resolution. As requested at the last Council Meeting Spire Solicitors LP were consulted and confirmed that the proposed Resolution could properly be adopted by the Council. After reading the Resolution it was proposed by Mr. Frank Brown and seconded by Mr. Peter Chapman that the following Resolution be and is hereby adopted by the Council:

Having considered representations with supporting documentation from Councillor Frank Brown on behalf of a majority of the residents of Dukes Lane; a letter from Spire Solicitors LP dated 27 April, 2015 and having regard to the position taken by the Council since the early 1950s the Council acknowledges and reaffirms the premise THAT [a] Dukes Lane is an ancient un-adopted road; [b] the Parish of Caston has acquired by means of the enclosure awards pursuant to the Enclosures Act dated 23 March, 1814 or by gift or by legacy or by other means an interest in and rights over Dukes Lane and [c] that the aforementioned interest in and rights over Dukes Lane are preserved; protected and administered by the Council as a trustee or guardian or similar on behalf of the residents of the Parish of Caston SAVE THAT the preservation; protection and administration of the aforementioned interest in and rights over Dukes Lane shall not place any responsibility for or burden upon the Council for the repair and maintenance of Dukes Lane and FURTHER THAT the preservation; protection and administration of the aforementioned interest in and rights over Dukes Lane shall not relieve the residents of Dukes Lane from their responsibility for repair and maintenance of Dukes Lane pursuant to the Highways Act 1980 as from time-to-time varied or replaced by successor legislation as applies to un-adopted roads.

It was unanimously Resolved to adopt this Resolution.

- D. New email address for PC. An IT working group for the PC proposed a change in the PC email address which would cost £109 for the first 2 years and then £61 per 2 years thereafter. Each councillor would be allocated their own email address for using for PC work. Proposed by Mr. Brian Brooker seconded by Mrs. Jaki Porter. Funding for this would have to come from the Precept which is not budgeted for this year.
- E. Computer and office equipment for PC - The IT working group report had been sent to all the councillors for consideration. It was proposed by Mrs. Lesley Crosthwaite and seconded by Mr. Brian Brooker that the PC purchase a new lap top, printer/scanner and projector for showing plans etc at meetings. The total cost would be no more than £750.00. It was noted that any VAT incurred would be recoverable. Mr. Brooker requested that the PC wait until Windows 10 is widely available (a month from now) so that this



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software is factory installed in the laptop. It was asked if grant funding would be available from anywhere. Many councillors considered that waiting for grants was too slow and that the PC needed this equipment urgently. A mandate was proposed to purchase these items as soon as possible using funds from the Trustees of the Highway Surveyors Land account. The Clerk advised the PC that there was £780 in the CAF T.H.S. a/c cheque book account thus leaving the T.H.S. a/c savings untouched. The Chairman agreed that these accounts were only to be used when purchasing items specifically for the community. The new IT equipment would benefit the whole community as basic communication needs. The councillors asked if the information held in the PC files will be easier to access by electronic means. The planning records need to be filed for the future so they can be quickly and easily accessed for reference. Archive material would also benefit from scanning and saving electronically for reference. This is to be reconsidered when the new IT equipment has been purchased.

- F. Request for permanent flashing sign showing speed of traffic. The need for this has been discussed previously. Mrs Jaki Porter had done some research into the types of signs and costs and the Clerk had spoken to a local firm today about the costs etc. It was agreed to set up a working group to investigate this and report back at the next PC meeting. Mrs. Jaki Porter, Mr. Frank Brown and Mr. Colin Bearne as speed watch co-ordinator were chosen by the PC. Item for next agenda.
- G. Update on information from last month. The Clerk and Internal auditor Mr. Roger Canwell have supplied the external auditor Mazars with requested material for the random external audit check. A response is expected during September. The Clerk has made a PC Risk Assessment sheet. Forms from CAF bank have been received to change the mandate names to new councillors. Mr. Frank Brown, the PC accounts scrutinizer, has requested the files of information (history and returns) on the Trustees of the Highway Surveyors Account for inspection.
- H. Any urgent information for PC to consider. None.

#### Correspondence from: -

- Mrs. Kay Farmbrough asked if the PC would consider writing to the MP about the planning system and its unsuitability for rural areas like Caston.
- A wildlife community action day is to be held at Swaffham. Info to be sent to the school.
- The next SNAP (Safer Neighbourhood Area Partnership) meeting is at the Fire station on 30<sup>th</sup> Sept. Mrs. Porter said she would like to attend if she could.
- The Clerk to request for footpath sweeping by Breckland and cleaning of road gullies by the Rangers.
- It was noted that there are many overhanging branches over the footpaths. Property owners are to be requested to cut these back to allow safe passage of pedestrians along the paths.
- Other items moved to Councillors' Folder for consideration.

#### Matters for future discussion to be noted: -

- Flashing signs/speeding. Bulb planting. Defibrillator. Archives.

The Chairman sent his apologies for the next meeting. This will be chaired by Mrs. Kay Farmbrough. The next meeting date is agreed as Monday 5<sup>th</sup> October 2015 in Caston Village Hall at 7.30 pm.

The meeting closed at 9.30pm

Clerk: - Alison Skipper

Public Participation: - None