



# Caston Parish Council

Year 2015 - 2016

CHAIRMAN: - Mr. David Blincow

VICE CHAIRMAN: - Mrs. Kay Farmbrough

Final DRAFT

## THE MINUTES OF THE MEETING OF CASTON PARISH COUNCIL 7<sup>th</sup> December 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. Leslie Crosthwaite, Mrs. Jaki Porter.

**Also present:** - Members of the Parish of Caston

County Councillor Ms. Claire Bowes. District Councillor Mr. Phil Cowen.

- To accept apologies for absence:** - Mr. Colin Bearne - Co-ordinator for Caston Home Watch & Caston Speed Watch team. PCSO Tonya did not attend.
- The minutes** of the previous Parish Council meeting held on **2<sup>nd</sup> December 2015** were handed out to the public and Councillors as Draft. It was **RESOLVED** that the minutes could be signed by the Chairman, as a true and correct record.
- Declarations of Interest** from members, in any item to be discussed were noted: - None.  
**Dispensations** from Council Members: - None.
- County Councillor Ms. Claire Bowes** Contact: - claire.bowes@norfolk.gov.uk  
The Chairman welcomed the new County Councillor for Watton. She asked the public and councillors to send any questions or concerns they have to her email address or ask her at the next PC meeting.
- District Councillor Mr. Phil Cowen** Contact: - phil.cowen@breckland.gov.uk
  - Mr. Cowen gave a resume of the information about the new Breckland Council Local Plan. A consultation on this would be open between 11<sup>th</sup> January and 22<sup>nd</sup> February for comments from the councillors and public. Notices about this will be added to the website and the village notice boards.
  - He also attended a meeting between Karen O’Kane (Broadband for Norfolk) and Breckland Council explaining the BT roll out of high speed Broadband for Norfolk. Caston is not yet on the list. He stated that the relaxation of planning applications for phone towers would help with availability of Broadband.
  - Mr. Cowen also explained the difference between a Neighbourhood Plan which has to follow the principles of the Breckland Local Plan and a Parish Plan, how this affects planning in the village in the future, the cost of each scheme to the PC and which is easiest to do.
- The Chairman closed the Parish Council meeting at 8.00pm for Participation & questions from the public:** - There was no **guest speaker** this month.
- Participation & questions from the public:** -  
The public asked: -
  - Could the Breckland Council Local Plan maps be clearer and larger, thus easier to see?
  - Could a flow chart diagram be made available of the Local plan process and significant dates?
  - The public accepted the view expressed by the DC that a Parish Plan is a simpler and more cost effective alternative to a Neighbourhood Plan for a parish council the size of Caston. Furthermore that it might in the current planning environment be appropriate to consider preparing a Parish Plan.

### Meeting Reconvened at 8.05pm

Following discussion the Council **RESOLVED** not to pursue the preparation of a Neighbourhood Plan but to accept the advice of the DC to investigate the preparation of a Parish Plan by soliciting advice from the nearby Shipdham Parish Council which has recently completed such a Plan.

Mr Cowen continued his report and said that he would be supporting item 10.B. 3PL/2015/0613/F when this is heard by the committee on 14<sup>th</sup> Dec. 15. He would also ask for item 10.D. 3PL/2015/0887/F to be “called in”, if it was recommended for approval by Breckland Council.

- Caston Speed Watch Co-ordinator Mr. Colin Bearne.** Contact: - 01953 483961  
There were 4 sessions since the last report. 385 vehicles were recorded, 15 of these were speeding. If you are concerned about speeding in the village please join the team and help us. It takes only 1 -2 hours of your time every alternate week. Volunteer helpers are urgently needed!
- Caston Home Watch co-ordinator Mr. Colin Bearne.** Contact: - 01953 483961  
The Police suggest that we look at our property with the eyes of a burglar and too take any security measure which deem necessary. If you are going away please tell a neighbour or friend or contact Homewatch to keep watch on your property. Happy Christmas.  
**The Chairman closed the Parish Council meeting at 8.25pm for Participation & questions from the public:** -  
The public asked: -  
The public thanked Mr. Cowen for the information on Broad band but consider that BT needs to be challenged further about the speeds of the broadband service. It was noted that an I-Plate fixed to a BT



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inlet socket can help speed the reception by an average 1.5mb per second.

The Chairman thanked Mr. Cowen and Ms. Bowes for attending.

## Meeting Reconvened at 8.05pm

10. **Planning:-** The following decisions were noted:-
- A. **3PL/2014/0608/F** Northacre Farm Pool, Caston. Change of use of office & store room to one bedroom caretakers flat. A decision has to be made by 31.01.16 by Breckland Council.
  - B. **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). To go to Breckland Council Planning Committee on 14<sup>th</sup> December 2015.
  - C. **3PL/2015/1095/F** Plots at Allcrest site, The Street, Caston. Variation of conditions on 3PL/2013/1109/F Change of access and changes to plots 1 & 2. Permission from Breckland Council on 10<sup>th</sup> November 2015.
  - D. **3PL/2015/0887/F** Land at rear of Montgomery House, The Street. Erection of single storey dwelling and garage. Undecided by Breckland Council.
  - E. **3PL/2015/1198/F** Wardles, The Street. Erection of a garden room. Permission from Breckland Council on 27<sup>th</sup> November 2015.
  - F. **3PL/2015/1348/F** Willow Barn, Northacre. Single storey rear extension. Undecided by Breckland Council
11. **Finance:-** To report and approve the following expenditure: - Items A to G + I were proposed by Frank Brown and seconded by Kay Farmbrough for payment.
- A. **Payment** to RGM for grass cutting September ~~£192.00~~ November 96.00 inc. VAT (each green x 1 cut). In budget under village maintenance.
  - B. **Payment** to Paul Mitchell-Roberts for notice board £70.00 in budget under Misc.
  - C. **Payment** to Daily Internet services (Brian Brooker) for PC mailbox £8.39, in budget under Public Information.
  - D. **Payment** to Brian Brooker for expenses for NALC conference travel. £29.70 in budget under Misc.
  - E. **Payment** to The Clerk - wages for November £108.11, in budget under Wages. It was proposed by Frank Brown that the Clerk's hours be increased by 2 hours per month and seconded by Kay Farmbrough.
  - F. **To discuss** online banking for the PC - Online banking and interest yield on Parish Council and Highway Surveyors Charity Funds was discussed. It was proposed by Brian Brooker and seconded by Jaki Porter and **RESOLVED**, that the Parish Council utilise online banking as its primary conduit for payments. The Council **RESOLVED** to establish a working group, comprising of the three bank account signatories David Blincow, Kay Farmbrough and Frank Brown to implement internet banking. Frank Brown is to investigate the implementation and an increase in the yield on Parish Council and Highway Surveyors Charity Funds. **Next Agenda.**
  - G. **To consider** the Precept request for 2016/2017. The Clerk had given each councillor the PC bank account balance sheets to date for information, together with the past and proposed budget for 2016 for consideration. The Councillors considered each item on the budget. Frank Brown proposed, Brian Brooker seconded and all the other councillors agreed that the Precept request for 2016/17 should be £8,500.00.
  - H. **To discuss** -Transparency code and the implications for smaller councils. **Next Agenda**
  - I. **Payment** to Daily Internet services (Brian Brooker) for Village web mailbox £8.39, in budget under Public Information.
12. **Matters to report: - Clerk**
- A. Notice board on The Green. The new notice board has been put up. This is a locked notice board and it was agreed that the 4 keys should be kept by the Clerk, David Blincow, Kay Farmbrough and the spare in the filing cabinet. Notices for the benefit of the village, should be given to the clerk or these councillors.
  - B. Defibrillator. Update following the public meeting was held on 24<sup>th</sup> November 2015 in the Village Hall. The Clerk is to investigate grants and also CPR tuition for the councillors and public. **Next Agenda.**
  - C. Computer, office equipment and new email address for PC - Clerk to report on grant aid. The result of the grant application should be known by end of next week. It was agreed by all councillors that the office equipment should be purchased by the Clerk as soon as possible and that she is reimbursed for the sums from the grant or PC reserves. **Next Agenda.**
  - D. Request for permanent flashing sign showing speed of traffic - update from PC working group. Jaki Porter reported on the progress of the grant 50/50 partnership fund with NCC.
    - The problem arise from the fact that many drivers and sat nav devices think that the B1077 goes through the village and not around.



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- The village roads do not have markings to show this.
- Special white plastic "village entrance gates" had been identified as a traffic calming measure. These stand on the verges and do not impede traffic.
- Road signage needs to be changed to show best preferred NCC route.

**The Chairman closed the Parish Council meeting at 9.20pm for Participation & questions from the public: -**

The public commented: -

- A large number of HGV's are passing through the village from Watton.
- Removing the white lines up the road may slow down the traffic.
- Hatching on the road entrances may help.
- Speed limit and weight changes to roads may help slow traffic especially Stow Bedon Rd.
- Lots of residents are concerned about the speeding and would speed calming signs and other methods of slowing the traffic.
- Costs need to be obtained and considered for the various options.
- A village survey needs to be done to gauge preferences and.

**Meeting Reconvened at 9.35pm**

Following discussion it was RESOLVED that Jaki Porter should be authorised to submit the 50/50 grant application to Norfolk County Council on behalf of the Parish Council on or before the closure date of 15 December 2015, for one SAM2 mobile speed recording device plus fittings in the gross sum of about £3750.00 ex VAT. The Chairman thanked Jaki Porter for her work.

E. Fuel Allotment Charity trustee change - report from Cnllr. Frank Brown. Moved to the *next Agenda*

F. Neighbourhood plans -report on NALC conference held on November 2015 by attending councillor/s. Already covered by Mr. Cowen's report.

G. Update on information from last month: - Road flooding and drainage reports. Broken water pipe on Coronation Terrace grass - identified by Anglian Water and on their maintenance list. UK Power network tree cutting - survey to be completed soon and Clerk to be informed if work is needed. Crocus planting - the PC thanked all the people who helped to plant hundreds of crocus bulbs around the village. Broadband for Caston - already covered above.

H. Any urgent information for PC to consider.

**13. Correspondence from: -**

Items moved to Councillors' Folder for consideration.

**14. Matters for future discussion to be noted: -**

- 5 Items above.
- Financial status of the Trustees of the Highway Surveyors Charity to be discussed at next meeting.
- Financial status of plus new trustee for Fuel allotment Charity.
- Invoice from Mrs. Jane Horner for Remembrance Book photos.
- The need for extra meetings in January and August.

**15. The next meeting date is agreed as MONDAY 11<sup>TH</sup> JANUARY 2016 in Caston Village Hall at 7.30 pm.**

**The meeting closed at 9.45pm**

**Clerk: - Alison Skipper**

**Public Participation: - None**