



# Caston Parish Council

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

**MINUTES OF  
THE ANNUAL MEETING OF THE PARISH OF CASTON  
MONDAY 8 MAY 2017  
CASTON VILLAGE HALL at 8.10 pm**

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

Also present:- County Councillor Claire Bowes, Members of the Public

1. **Apologies for absence:** Apologies were received and accepted from Cllr Porter.
2. It was **RESOLVED** that the Minutes of the Meeting held on Wednesday 18 May could be signed, by the Chairman, as a true and correct record. All voted in favour.

**The Chairman closed the Council Meeting to permit public discussion.**

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

A member of the public enquired whether the Council, when considering planning applications, should consider the need for smaller, more affordable housing. The younger population and those wishing to downsize are unable to afford the large properties which appear to be the trend in planning applications recently received. The Council advised that we can only consider the applications which come before the Council. The member of the public suggested that the Council could respond on the grounds that the village is losing its identity. County Cllr Claire Bowes indicated that the emerging Local Plan makes provision to enable what the member of the public is suggesting however, this is unlikely to be approved for about a year. Further, current legislation dictates a percentage of social housing is required, depending on the size of the development and this policy applies whether it is a village or a town.

4. **Caston Speed Watch Co-ordinator Colin Bearne – Contact 01953 483961**

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

There has been four sessions since the last Council meeting. 548 vehicles were observed, and we were able to record 19 of these as speeding.

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

Cllr Brown suggested that the busiest times were in the commuting times namely 7-8 am and 5-6 pm. The Speed Watch co-ordinator Colin Bearne acknowledged that these are the busiest times however, he advised that as the team are obliged to place signs notifying drivers of their presence, this naturally slows drivers and the result does not reflect the true position.

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

Luckily there is no recorded crime to report for this month.

CHAIRMAN.....

DATED: .....

Norfolk Police continue to warn against dealings with rogue traders selling from the back of vans in the villages.

There is also a warning about fake police. Always seek identity from people claiming to be Police personnel and do not hand over any personal documents to them if you have any doubts about them.

**The Chairman reopened the Council meeting.**

6. **Declarations of Interest:-** Cllr Lond-Caulk, item 7A.  
**Dispensations** from Council Members: - None

7. **Planning Applications:-**

- A. **3PL/2015/1080/F** – The Barn, Dukes Lane. Cllr Lond-Caulk advised that they are looking to move into the new premises in the second week of June and the building will be removed shortly thereafter.
- B. **3PL/2017/0248/HOU** – The Old Garage House, The Street. It was reported that this application has been granted permission.
- C. **3PL/2017/0259/HOU** – Little Barn, Caston Road. It was reported that this application has been granted permission.
- D. **3PL/2017/0366/VAR** – 4 Bridge Cottages. It was reported that this application has been granted permission.
- E. **3PL/2017/0438/F** – Land adj to Walnut Tree Cottage. It was reported that this application remains undecided by Breckland Council.
- F. **3PL/2017/0425/0** – Outline application – Land adj Old Rectory Cottage. It was reported that this application remains undecided by Breckland Council.

County Councillor Claire Bowes left the meeting.

8. **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 April 2017 in the sum of £211.77. Proposed by Cllr Farmbrough and seconded by Cllr Brooker, all voted in favour.
- B. To approve payment of invoice number 2237619 to RG Maintenance Limited for grass cutting for the month of April in the sum of £192.00 (inclusive of VAT). Cllr Blincow advised that he had concerns regarding this invoice as the contract states that the cuttings would be collected and they have been left on the Green and Coronation Terrace. It was therefore **RESOLVED** that the Clerk would make enquiries of the contractor in this regard before payment is approved.
- C. To approve payment of invoice number 709 to the Norfolk Association of Local Councils for Annual Subscription 2017/17 in the sum of £126.19. Proposed by Cllr Lond-Caulk and seconded by Cllr Farmbrough, all voted in favour.
- D. To approve payment to ICO for Data Protection Registration in the sum of £35. Proposed by Cllr Blincow and seconded by Cllr Brooker.

9. **Matters to Report**

- A. **Update on defibrillator**

The Clerk reported that the trainer remains on sick leave and she continues to chase for some dates from a replacement trainer. Cllr Blincow expressed his concerns as to what exactly should

CHAIRMAN.....

DATED: .....

be in the box and how the defibrillator fits into the carry case. It was confirmed that the defibrillator is available for use however there are additional items which cannot be stored in the carry case. It was therefore **RESOLVED** that the Clerk would make enquiries of the supplier as to what items should be included in the box and how these should be fitted, along with the defibrillator into the carry case. **Item for next Agenda.**

**B. Update on Tree Report**

It was reported that Andrew Coombes met with two Councillors to discuss the trees at Coronation Terrace. There are seven trees. Mr Coombes advised that the Beech tree requires major work and these works would cost in the region of £1,000. The Council Tree Officer should inspect the tree every year with a professional carrying out a full inspection every third year. The Council awaits the written report of Mr Coombes. **Item for next Agenda.**

In response to the question that if the Council engaged Mr Coombes for the works and at the cost indicated would the Council still have to pay the report fee of £150 plus vat Cllr Lond-Caulk advised that this would have to be discussed with Mr Coombes but the outcome in terms of waiver or a reduction in the charge was not assured.

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

The Clerk advised that Historic Britain had suggested two further possible contacts from whom we could possibly obtain a quote for the works. The Clerk will continue to pursue this matter and the Clerk is to provide a summary of the current position at the next meeting. **Item for next Agenda.**

**D. Update on Village Appraisal**

Cllr Farmbrough reported the following:-

The Village Appraisal summary was finalised, ordered and 250 copies have now been received ready for distribution which we anticipate will commence this week.

The full Appraisal is over 36 pages long and the costs involved in producing a printed version for every household in Caston was not economically viable so an 8 page version has been produced in which parishioners are invited to read the full report by either:-

- viewing it on-line;
- view a printed copy at the monthly Parish Council meetings;
- if unable to do either of the above, then contact a Parish Councillor.

We have still to arrange with Cllr Brooker the setting up of the on-line option.

The Parish Council is to action various points highlighted by the Appraisal such as the Emergency Plan, web site subscription, traffic problems and bus service etc.

Although the working party agreed that they would not receive any acknowledgement in the Appraisal, I would formally like to thank Cllr Jaki Porter, Cllr Rob Lond-Caulk, Fiona Edwards, Cyril Lindsey and Colin Trussell for the huge amount of work that has been put into this project over the last year or so.

**Item for next agenda.**

**E. Financial Balances**

The Clerk reported the current financial balances to the Council.

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

CHAIRMAN.....

DATED: .....

The Clerk advised that the application had been submitted to Lloyds Bank to add Cllr Brooker as an additional signatory and for the Clerk to have viewing on-line access to the accounts. **Item for next Agenda.**

G. **Adoption of telephone boxes**

The Clerk advised that she would be liaising with Phil Wells to arrange the adoption of the telephone boxes and would complete the necessary paperwork. **Item for next Agenda.**

H. **Matters for the Rangers**

The Clerk was advised that the Rangers had still not visited the village. The Clerk will continue to chase them in this regard. **Item for next Agenda.**

10. **Correspondence from:** None.

11. The next meeting date is **Monday 5 June 2017.**

**The Chairman closed the meeting to permit public discussion.**

12. **Participation and questions from the public – session 2:**

A member of the public raised the issue of dog mess being left on the paths and enquired whether the Council should consider placing fluorescent flags on the mess to deter irresponsible owners from not picking up after their dog. The Council acknowledged that this continues to be a problem.

A member of the public suggested that she may have a possible contact in relation to the works required to be carried out to the village cross. The Clerk will follow this up.

Another member of the public enquired whether the white lines could be reinstated on the sharp bend at the end of Dukes Lane. The Clerk advised that previous requests had been submitted in this regard however, the County Council have failed to carry out these works and it is the belief of the Parish Council that the County Council feel it is safer for white lines not to be in place. Cllr Farmbrough also raised her concerns regarding the rubbish on the main roads which she had previously raised with County Councillor Claire Bowes. It was therefore **RESOLVED** that the Clerk would write to County Councillor Claire Bowes to enquire about these outstanding matters and to request a written response.

A further member of the public enquired whether the Council had considered the installation of a playground within the village. Cllr Lond-Caulk advised that in order to apply for funding for play equipment we were required to prove that there is a requirement for such an amenity. The Village Appraisal did identify a playground to be the most popular amenity requested. However, the immediate problem faced is the lack of Council owned land for the playground to be installed.

Another member of the public advised that next to the electricity box in Northacre, Giant Hogweed appears to be growing which is of concern as the sap produced by the plant is highly toxic. It was **RESOLVED** that the Clerk would report this to the County Council.

Lee Melin, a representative of a proposed developer circulated copies of an outline plan of a proposed development of five houses next to the school to include a car park for the school. Mr Melin advised that he understands that the Council is unable to make comment until a formal application is submitted but is keen to work with the Council and residents.

Mr Melin advised that the scheme would be for a maximum of five houses and having heard previous comments made by members of the public, advised that smaller houses could be considered for this site as could the possibility of a playground. Some concerns were raised over the entry to and from the proposed car park due to school children crossing and the front of the site has a high flood risk. The proposed developer has identified a need for parking at the school and has therefore included this as part of the proposed application.

Mr Melin acknowledged that the proposed development is outside of the current and proposed new settlement boundary but also acknowledged that Breckland are struggling to prove that they have a

CHAIRMAN.....

DATED: .....

five year housing plan in place and that no decision had yet been made in relation to the emerging Local Plan.

Mr Melin will report back to his client and a decision will be made as to whether a formal application will be submitted.

**The Chairman reopened the Council Meeting.**

13. **Matters for future discussion:** Items for next Agenda as above.

Cllr Brown advised that the Council's Balance Sheet and Accounts needed to be adopted and signed, subject to the internal audit being completed. Cllr Brown therefore proposed that the Balance Sheets of Caston Parish Council and the Trustees of Caston Highway Surveyor's Land, together with the Bank Reconciliations be adopted and signed, subject to the internal audit being completed, seconded by Cllr Brooker. The documents were signed by Cllr Blincow and the Clerk and RFO.

**The Parish Council Meeting closed at 9.38 pm.**

Joanne Blackman  
Parish Clerk  
17 May 2017

CHAIRMAN.....

DATED: .....

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