



Caston Parish Council

CHAIRMAN:- Mrs Jaki Porter VICE CHAIRMAN: - Mrs. Kay Farmbrough

MINUTES OF THE MEETING OF CASTON PARISH COUNCIL MONDAY 2 SEPTEMBER 2019 CASTON VILLAGE HALL at 7.30 pm

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

Also present:- 8 Members of the public

1. **Apologies for absence:** None.
2. It was **RESOLVED** that the Minutes of the Meeting held on Monday 5 August 2019, be signed, by the Chairman, as a true and correct record. Proposed by Cllr Brown and seconded by Cllr Farmbrough. All voted in favour.
3. **To consider co-option of Michele Grimsditch to the Parish Council:** All voted in favour that Michele Grimsditch should be co-opted on to Caston Parish Council. Michele Grimsditch then took up office and shall sign the necessary paperwork as required.

Cllr Michele Grimsditch joined the meeting.

The Chairman closed the meeting to permit participation from the public.

4. **Participation and questions from the public, session 1:** A member of the public asked whether any progress had been made regarding the flooding outside Delmar House/Dukes Lane. The Clerk advised that a letter had been sent to District Cllr Claire Bowes and that whilst the letter had been acknowledged the Clerk had been unable to speak with DC Bowes but would do so this week.

5. **Guest speakers:** None.

6. **Caston Speed Watch Team monthly report from Tony Ash, Speed Watch Co-ordinator:**

"August saw the volunteers assess in excess of 496 vehicles during several checks at various locations. Out of these, 77 were found to be exceeding the 35mph guideline and were reported to the constabulary. These results will ensure we get several visits from the enforcements officer.

PC Paula Gilluley, our engagement officer, has also promised that to enforce our efforts she will try and co-ordinate Special Constable assistance during some of our checks who will be in a position to issue on the spot fixed penalty notices.

Tony Ash
 Speedwatch Co-ordinator".

7. **Caston Neighbourhood Watch monthly report:** No report available.

8. **Declarations of Interest:-** Cllr Brooker – 12G.
Dispensations from Council Members. None.

9. **Planning Applications**

- A. **3PL/2019/0518/F – The Barns, Attleborough Road, Caston, NR17 1DJ – Two new self-build dwellings.** Cllr Porter advised that she had attended and spoken at the Planning Committee Meeting that morning. The application was approved on a unanimous vote.

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- B. **3PL/2019/0772/F – School Lodge, The Green, Caston, NR17 1DB** – Proposed detached house and garage/workshop to garden plot. *Undecided.*
- C. **3PL/2019/0899/HOU – Evergreen, The Street, Caston, NR17 1DD** – Proposed Cart Lodge and Porch to front elevation of existing dwelling. *Undecided.*
- C. **3PL/2019/0927/CU – 4 School View, Caston, NR17 1FP** – Change of Use from Paddock Land to Garden. *Undecided.*

10. **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 August 2019 in the sum of £216.75.
- B. To approve reimbursement to the Clerk, Mrs Joanne Blackman, in respect of the wi-fi (Plusnet) first instalment for the Village Hall in the sum of £18.00 (incl VAT).
- C. To approve reimbursement to the Clerk, Mrs Joanne Blackman, in respect of expenses incurred during the months of April to August 2019 in the sum of £54.75.
- D. To approve payment to R G Maintenance Services Ltd in respect of grass cutting for the month of July in the sum of £235.20 (incl VAT), invoice number 2242481.
- E. To ratify payment to I&I IONOS Ltd in the sum of £1.20 (incl VAT) in respect of invoice number 203018455595 (Community Cars). PAID

The above expenditure was proposed by Cllr Farmbrough and seconded by Cllr Brooker, all voted in favour.

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

- A. **Grant application from Caston Village Hall for contribution towards Insurance costs.**

An application was received from Caston Village Hall for a contribution towards the Village Hall Insurance renewal costs. The renewal costs are £676.38. A discussion took place and as previously agreed, the Village Hall agreed to pay 50% of the wi-fi costs amounting to £176.00. It was therefore proposed by Cllr Brown and seconded by Cllr Brooker that a contribution in the sum of £500 would be made to the Village Hall towards insurance renewal. 6 voted in favour with one abstention. It was therefore **RESOLVED** that a contribution of £500 would be made to Caston Village Hall in respect of insurance renewal costs for 2019/20.

12. **Matters to Report (matters were taken in the following order)**

- B. **Financial Balances**
The Clerk advised the account balances as at 31 August 2019.
- C. **Matters for the Rangers** – pavements still require sweeping and siding out as previously advised. *Item for next Agenda.*
- F. **Update on Village Cross repairs** – The Clerk reported that the funds had now been received from Historic England and the contractor should be paid. A parishioner advised that there still appears to be crumbling mortar at the bottom of the village cross but it is unclear whether this is old mortar which had not been removed from site. The Clerk advised that Historic England had carried out an inspection of the works and had signed them off accordingly to release the monies for payment. A discussion took place and it was agreed that the Clerk would contact Historic England advising of the same and asking them to confirm their position. *Item for next Agenda.*
- E. **Cleaning/repaint/repair of the Village Gates** – Cllr Farmbrough that she had inspected the village gates and that they do require painting. The Clerk to speak to the contractor to commence works. *Item for next Agenda.*
- G. **To ratify item 10F of the Minutes of 5 August 2019 re reimbursement to Cllr Brooker for Voipfone expenses** – it was reaffirmed that a standing order should be put in place to

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reimburse Cllr Brooker for Voipfone expenses relating to the Community Car Scheme. All voted in favour.

- H. **Grass cutting at Coronation Terrace specifically around the hedge and telephone exchange** – it was agreed that the Clerk would speak to RG Maintenance Services to include cutting around the base of the hedge and the area in front of the telephone exchange. Proposed by Cll Brooker and seconded by Cllr Brown, all voted in favour.
- A. **Speed Limits on Stow Bedon Road/HGV Traffic** – Cllr Porter reiterated her previous email that she had spoken with a Councillor from Stow Bedon Parish Council and they share our concerns regarding this stretch of road. Cllr Porter to review further and also to raise with the Stow Bedon Residents' Association. It was agreed that support from Stow Bedon would be preferable but it should not delay matters unnecessarily although it was accepted that any application for a change in the speed limit has to be complete. **Item for next Agenda.**
- I. **Use of volunteers** – a discussion took place as to potential implications of the use of volunteers to carry out tasks on behalf of the Parish Council. Cllr Brown commented that the Village Hall insurance covers volunteers under the definition of 'employees', even if they are not remunerated. It is possible that the Parish Council is similar but this would need to be clarified in writing from our insurers. Cllr Brooker commented that the Car Scheme volunteers are covered under the Parish Council Public Liability Insurance. The Clerk to investigate further and report back to the Council. **Item for next Agenda.**
- D. **Proposed play area** – Cllr Porter advised that the works are still due to commence on the 23 September. Information from the insurers has now clarified matters in relation to inspections of the play area and Cllr Porter will attend a CAN Playground Inspection Course, to be arranged. Cllr Porter will look into the Inspection Reports we are required to carry out post installation and annually thereafter.

The quote for the tree works from A T Coombes was discussed in the sum of £585 plus VAT. It was proposed by Cllr Farmbrough and seconded by Cllr Brown that we should proceed with this quote. All voted in favour. The Clerk will arrange with A T Coombes to carry out these works before the commencement of the installation on 23 September. **Item for next Agenda.**

12. **Correspondence from:-**
Subscription Renewal for Open Spaces Society in the sum of £45.00. Proposed by Cllr Farmbrough and seconded by Cllr Cook, all voted in favour.
13. **To agree the next meeting date Monday 7 October 2019**. Agreed.

The Chairman closed the Council Meeting to permit public discussion.

14. **Participation and questions from the public – session 2.** A Parishioner asked whether any residents of Coronation Terrace has responded to our letters regarding the play area. The Clerk advised no responses had been received. A Parishioner enquired whether the hedge itself would be cut at Coronation Terrace and vegetation removed from around the village gates. It was agreed that the Clerk would add this to the request to RG Maintenance Services Limited for additional works. A Parishioner commented that a cattle lorry had travelled through the village on Bank Holiday Monday at some speed. No branding nor registration was available.
15. **Matters for future discussion.** As above.

Meeting closed 8.45 pm

Joanne Blackman
Parish Clerk
6 September 2019

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