 **MINUTES OF THE MEETING OF CASTON PARISH COUNCIL**

Caston Parish Council

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

**MONDAY 1 JULY 2019**

**CASTON VILLAGE HALL at 7.30 pm**

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

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 3 June 2019, be signed, by the Chairman, as a true and correct record.  Proposed by Cllr Farmbrough and seconded by Cllr Brooker. All voted in favour.

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

1. **Participation and questions from the public, session 1**:A member of the public raised the matter of traffic through the village. The Chairman advised that this was on the Agenda and that she would open the meeting at this time to enable discussion to take place.

**The Chairman reopened the meeting.**

1. **Guest speakers**: None.
2. **Caston Speed Watch Team monthly report from Tony Ash, Speed Watch Co-ordinator**:

“To those of you who may not know, I have now been approved to take over the role of Colin Bearne as Speed Watch Co-ordinator. Colin and Denise did a sterling job between them for numerous years, it now falls to me to co-ordinate and maintain an efficient Speed Watch.

Colin has given me all the relevant paperwork, application forms and equipment that I will need. There is a lot of it to trawl through and it is going to take some digesting.

Having spoken to several members of the existing team it seems apparent that we need more assessed and approved sites for the future, this I have taken on board and will arrange.

Our small team is now rapidly increasing and I am pleased say that Norfolk Constabulary are processing the applications very quickly. I have yet to arrange training on the Speed Gun for our new members which includes me. (22 years as a traffic cop and speed enforcement officer cuts no ice).

Between Colin’s resignation and my appointment during the month of June, there have been no speed checks. Unfortunately, I am not in a position to organise any speed checks for the next week and have yet to organise a deputy co-ordinator.

On my return from holiday we will have a purge for the rest of July. After our new recruits are trained.

On a positive note Norfolk now have over 90 teams working and the Constabulary have changed their targets for vehicles targeted within a calendar month.

20 vehicles plus in one calendar month at any one site we get 2 x 1 hours visits by an enforcement officer.

15 vehicles plus in one calendar month at any one site we get 1 x 1 hour visit by an enforcement officer.

I feel that with the support of the present volunteers and yet to be trained recruits, we can exceed these targets and get further support from the Constabulary”.

1. **Caston Neighbourhood Watch monthly report**: Nothing to report although it was noted that a garden ornament had been reported as stolen on Facebook.
2. **Declarations of Interest:-** None

**Dispensations** from Council Members: - None

**The Chairman moved Agenda Item 8 for discussion and closed the Council Meeting to permit contributions from the public.**

8. A. **3PL/2019/0435/HOU – Clematis Cottage, The Street, Caston, NR17 1DD** – First floor side extension and two-storey rear extension, as well as single-storey rear extension. It was noted that this application has been approved.

 B. **3PL/2019/0518/F – The Barns, Attleborough Road, Caston, NR17 1DJ – Two new self-build dwellings.** It was noted that amended plans had been submitted with regards to the splay on to Attleborough Road but it was felt that this did not change any of the comments previously submitted by the Parish Council. Cllr Chapman had not been at the June meeting but agreed that the proposed development was not in keeping with the village scene and advised that the original buildings had been converted probably 30 years ago and done so in a sympathetic way.

Cllr Brown suggested that we needed to take some further photographs from the front of the existing building towards the Attleborough Road.

It was noted that this application has been called in to the Planning Committee but it is not clear whether this would be at the July or August meeting.

The residents of the neighbouring property advised that they will be attending the Planning Committee Meeting to represent themselves and welcomed the Parish Council taking further photographs from their property.

Cllr Brown suggested that we need to concentrate on the comments made by the Planning Inspectorate in his refusal of the planning application at Rectory Cottage and also on traffic on egress/regress from the proposed site.

Cllr Porter will be attending the Planning Committee Meeting to represent the Parish Council and a co-ordinated response would be prepared.

The Parish Council felt that they have little or no support from District Council level as Cllr Cowen has a conflict of interest and Sarah Suggitt is on the Planning Committee. With this in mind, Cllr Porter will speak with Cllr Cowen to find out the position as we do not have a District Councillor who can support the Parish Council.

**The Chairman re-opened the Council Meeting.**

1. **Finance – to approve and report the following expenditure:-**
2. To approve the salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, for the month of June 2019 in the sum of £216.75. Proposed by Cllr Brown and seconded by Cllr Farmbrough, all voted in favour.
3. To approve payment to R G Maintenance Services Ltd in respect of grass cutting for the months of May and June in the sum of £235.20 (incl VAT), invoice number 2242127. Proposed by Cllr Brown and seconded by Cllr Brooker, all voted in favour.
4. To approve payment to Roger Canwell, for internal audit, in the sum of £60.00. Proposed by Cllr Brown and seconded by Cllr Farmbrough, all voted in favour.

**To approve an additional item of expenditure, as follows:-**

1. To approve payment to Andrew Deptford for replacement pads and battery pack for the defibrillator in the sum of £114 (incl VAT), invoice number 12384. Proposed by Cllr Brown and seconded by Cllr Brooker, all voted in favour.
2. **To** **discuss propose and vote on the following subjects:-**
3. **To consider wi-fi provision for the village hall.**

Caston Parish Council and Caston Village Hall Charitable Trust in consultation have each concluded that there is now a need for broadband provision at the community village hall and it has been determined that the Parish Council will contract for the broadband services taking advantage of its VAT status. The Parish Council makes an annual donation towards the operating expenses of Caston Village Hall Charitable Trust which having regard to the additional cost which the Council will now bear for the broadband service will henceforth be reduced by a sum corresponding to one half of the net cost of the broadband service cost.

Proposed by Cllr Brown and seconded by Cllr Brooker. All voted in favour.

1. **Matters to Report** (items discussed in the following order)
2. **Financial Balances**.

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

1. **Matters for the Rangers**

Siding out and sweeping of pavements throughout the village but particularly by the school has still not been completed. Clerk to continue to chase. A pothole outside of Lupin Cottage on the Attleborough Road was noted and will be reported to the relevant authority. ***Item for next Agenda.***

1. **Amendment to Bank Mandate**

The Clerk confirmed that the amendments to the Bank Mandate with Cambridge & Counties has now been completed. Cllr Porter’s card reader and pin number has been received in respect of the Lloyds Bank account but a card was awaited. The Clerk to chase.. ***Item for next Agenda.***

 H. **Speed Watch Co-ordinator**

Tony Ash has now taken over as Speed Watch Co-ordinator. ***Item for next Agenda.***

1. **Cleaning/Repaint/Repair of the Village Gates**

Cllr Porter will contact Craig Harriss for a quote and opinion on use of reflective paint in the first instance. ***Item for next Agenda.***

J. **Update on Village Cross repairs**

 The Clerk advised that the repairs had now been signed off by Historic England and that a final claim form had been completed and returned.Once funds are received, the account of Medieval Masonry can be paid. ***Item for next Agenda.***

K. **Annual Return 2018/19**

 The Clerk confirmed that this had been completed and accepted by PKF Littlejohn. The period for residents to inspect the accounts ends on 29 July. All documents have been uploaded to the website.

 L. **SNAP Meetings**

 As we no longer have a direct Police contact, consideration was given as to whether a representative of the Parish Council should attend the monthly SNAP Meetings. It was acknowledged that we no longer receive notification of the same but the Clerk would make enquiries as to future dates of the SNAP Meetings. ***Item for next Agenda.***

M. **Wayland Partnership**

Consideration was also given as to whether the Parish Council should attend the monthly meetings of the Wayland Partnership. The Clerk will make enquiries of dates of the next meetings. ***Item for next Agenda.***

N. **Email accounts**

 Most email accounts have now been sorted. The Clerk to arrange a convenient time with Cllr Brooker to review her email account. ***Item for next Agenda.***

1. **Co-option**

Cllr Porter reported that we may have a couple of possible candidates to be considered for co-option. ***Item for next Agenda.***

1. **Play Area**

Cllr Porter advised that she had met with the contractor to discuss the ‘best fit’ scheme which was chosen by the children. Rob Lond-Caulk has offered to act as Project Consultant. A small team will be set up to keep an eye on the play area. Other proposals were also obtained at the outset and the preferred scheme will cost in the region of £26K. UK Power Networks will be required to remove some branches of overhanging trees. There will be 2-3 tonnes of topsoil to be removed.

A start date is not yet known but it is intended to be some time in September. A discussion took place and it was agreed that the residents of Coronation Terrace should be notified as soon as possible of the proposed start date. Cllrs Porter and Brooker to liaise in this regard.

It was noted that a market barrow has been on the Green for some weeks and the owner should be identified and asked to remove the same.

**The Chairman opened the meeting to allow public participation.**

11A. **Speed Limits on Stow Bedon Road**

**and 10A. Consider purchase of laptop to record SAM2 data.**

Grant funding is being sought, together with a contribution from the Parish Council, to purchase a second SAM2 sign. The weight of the existing sign and battery is too heavy to be moved together and they have to be moved separately. There is only one computer that can run the database of the existing SAM2 sign. Data from a new SAM2 sign could be extracted using Bluetooth technology.

The idea is to have a sign at each end of the village.

Further volunteers are required to move the sign.

It was only considered necessary to purchase a laptop if a decision is made to go ahead with the purchase of a second SAM2 sign.

Cllr Brown suggested that if the purchase of a second sign is purely for data analysis purposes then we should not purchase a second machine.

Cllr Brooker suggested that as the new machine cannot record number plates and therefore action cannot be taken against speedsters the machine has certain limitations.

A member of the public offered assistance to move the SAM2 sign and made an offer of IT equipment.

It was decided that a decision on the purchase of a laptop would be deferred until the purchase of the second SAM2 sign and co-ordination with the Speed Watch team had been ascertained.

Cllr Chapman proposed that we should purchase a second SAM2 sign, seconded by Cllr Farmbrough, all voted in favour.

Two members of the public raised concerns of speeding traffic on Stow Bedon Road. It was noted that the speed limit on Stow Bedon Road was unrestricted up to the Caston sign. The village of Caston, however, begins just after the junction of Mere Road.

 The residents live on Rayners Falgate where there are triple blind bends and overhanging trees. Concerns were raised that they had both heard, seen and experienced very near misses on this stretch of road. It is also perilous for pedestrians and cyclists. It was also noted that the speed limit on the A1075 to Watton is 50mph yet the small road leading to Caston has a speed limit of 60mph. The road also lacks proper signage articulating the bends. The residents were requested to send their written statements to the Parish Council. It was agreed, in principle, that an application should be made to Norfolk County Council to have this investigated and an application made to reduce the speed limit. The Clerk advised that the Clerk at Stow Bedon had raised concerns generally over speeding issues in Stow Bedon and the Clerk will contact him to consider making a joint application. It was also agreed that we should speak to our County Councillor, Claire Bowes, to request her support in any application. ***Item for next Agenda.***

11. B. **HGV Traffic**

Speed Watch are to carry out a survey to establish how much of a problem HGV traffic, with no business in the village, is passing through the village. It was felt it could be argued that some of the road damage experienced in the village is caused by such vehicles. Data is required before further consideration can be given to this matter.

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

12. **Correspondence from**:- None.

13. **To agree the next meeting date Monday 5 August 2019**. Agreed.

**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**. As above.

*Joanne Blackman*

*Parish Clerk*

*15 July 2019*