



# Caston Parish Council

CHAIRMAN:- Mrs. Jaki Porter

VICE CHAIRMAN: - Mrs. Kay Farmbrough

**PUBLIC & PRESS ARE INVITED AND COUNCILLORS ARE SUMMONED TO  
THE VIRTUAL MEETING OF CASTON PARISH COUNCIL**

**MONDAY 6 JULY 2020**

**BY ZOOM CONFERENCE CALL at 7.30 pm**

## AGENDA

1. Apologies for absence.
2. To approve the Minutes of the Meeting held on Monday 2 March 2020 and the Minutes of the Extraordinary Meeting held by email resolution on the 26 March 2020.

The Chairman will close the Council Meeting to permit public discussion.

3. Participation and questions from the public, session 1.
4. Guest speakers.
5. Caston Speedwatch team monthly report. **Item deferred until further notice.**
6. Caston Neighbourhood Watch monthly report. **Item deferred until further notice.**

The Chairman will re-open the Council meeting.

7. To record any **Declarations of Interest** and to consider any requests for **Dispensations** from Council Members.
8. Planning Applications:-
  - A. 3PL/2020/0274/F – School Lodge, The Green, NR17 1DD - Proposed Detached House & Garage / Workshop To Garden Plot. (Re-Submission). **Refused.**
  - B. 3PL/2020/0406/HOU - Richmond, The Street NR17 1DD - Single storey side and rear extension to dwelling. **Undecided.**
  - C. 3PL/2020/0262/O - Land to the North of School View NR17 1DD - Erection of 4no. Two storey dwellings with associated car parking, landscaping and access. **Undecided.**
  - D. 3PL/2020/0443/F – Land at the rear of 5 School View - Change of use from land currently designated as paddock to garden. Removal of post and rail fence between points A and B on the location and site plans. **Response by 13 July.**

9. 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 months of May and June 2020 in the sum of £433.50.

To ratify the following payments made under the approved Delegated Authority dated 26 March 2020 and email resolution of the Chairman and a minimum of two Councillors.

- B. To ratify payment to R G Maintenance Services Ltd in respect of invoice number 2243757 for grass cutting in the sum of £271.20 (incl VAT).
- C. To ratify payment by standing order to Brian Brooker in reimbursement of payment to Voipfone for the phone line of Caston Community Cars on 5 March 2020 in the sum of £7.20 (incl VAT).

- D. To ratify payment by direct debit to Plusnet in respect of wi-fi charges to the Village Hall on 23 March 2020 in the sum of £34.20 (incl VAT).
  - E. To ratify payment by direct debit to 1&1 Internet Ltd in respect of Caston Community Cars on 27 March 2020 in the sum of £7.20 (incl VAT).
  - F. To ratify payment by standing order to Brian Brooker in reimbursement of payment to Voipfone for the phone line of Caston Community Cars on 6 April 2020 in the sum of £7.20 (incl VAT).
  - G. To ratify payment to Norfolk Association of Local Councils in respect of invoice number 3666 on 7 April 2020 in the sum of £131.21.
  - H. To ratify the salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, for the month of March 2020 on 7 April 2020 in the sum of £216.75.
  - I. To ratify payment to C E Clarke Fencing in respect of the maintenance of the village gates on 14 April 2020 in the sum of £576.00.
  - J. To ratify payment by direct debit to Plusnet in respect of wi-fi charges to the Village Hall on 21 April 2020 in the sum of £34.20 (incl VAT).
  - K. To ratify payment by direct debit to 1&1 Internet Ltd in respect of Caston Community Cars on 29 April 2020 in the sum of £7.20 (incl VAT).
  - L. To ratify payment by standing order to Brian Brooker in reimbursement of payment to Voipfone for the phone line of Caston Community Cars on 5 May 2020 in the sum of £7.20 (incl VAT).
  - M. To ratify the salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, for the month of April 2020 on 7 May 2020 in the sum of £216.75.
  - N. To ratify payment to R G Maintenance Ltd in respect of grass cutting on 7 May 2020 in the sum of £271.20 (incl VAT).
  - O. To ratify payment to Came & Co in respect of Parish Council insurance on 7 May 2020 in the sum of £834.12.
  - P. To ratify payment by direct debit to Plusnet in respect of wi-fi charges to the Village Hall on 21 May 2020 in the sum of £34.20 (incl VAT).
  - Q. To ratify payment by direct debit to 1&1 Internet Ltd in respect of Caston Community Cars on 28 May 2020 in the sum of £7.20 (incl VAT).
  - R. To ratify payment by standing order to Brian Brooker in reimbursement of payment to Voipfone for the phone line of Caston Community Cars on 5 June 2020 in the sum of £7.20 (incl VAT).
10. To discuss propose and vote on the following subjects:-
- A. To adopt Receipts and Payments Schedule, Balance Sheet and Bank Reconciliation for Caston Parish Council for the financial year 2019/20.
  - B. To adopt the Balance Sheet for Highway Surveyors for the financial year 2019/20
  - C. To approve, sign and complete the Annual Governance and Accountability Return 2019/20.
  - D. To consider contribution towards the cost of Churchyard maintenance at Holy Cross.
  - E. To discuss the use of the Village Green.
11. Matters to Report:-
- A. Financial Balances and Tesco Grant.
  - B. Matters for the Rangers.
  - C. Cell Phone Coverage Survey.
  - D. Purchase of SAM2.
  - E. Councillor training – **matter deferred until further notice.**
  - F. Parish Council archive files/shredding.
  - G. County Broadband.
12. Correspondence from:-
- Any correspondence and associated information added to the Councillors' Folder for circulation. Public Information notices posted to the village noticeboards and websites.
13. **To agree the next meeting date [tbc].**

The Chairman will close the Council Meeting to permit public discussion.

- 14. Participation and questions from the public – session 2.
- 15. Matters for future discussion to be noted.

Joanne Blackman  
Parish Clerk

15 June 2020