

# Caston Parish Council

CHAIRMAN: Mrs Jaki Porter

VICE CHAIRMAN: Mrs Kay Farmbrough

**MINUTES OF THE VIRTUAL MEETING OF CASTON PARISH COUNCIL  
MONDAY 5 OCTOBER 2020  
BY ZOOM CONFERENCE CALL at 7.30 pm**

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

Also present:- 3 Members of the public

**1. Apologies for absence**

Apologies were received from Cllr Chapman.

The Clerk advised the Council that as Cllr Chapman had not attended any meeting of the Council for six consecutive months, the Local Government Act 1972 s85(1) states that "...if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority".

The Council discussed and agreed to accept the apologies of Cllr Chapman until the end of the financial year, namely March 2021, when the situation will be reviewed.

**2. To approve the Minutes of the Virtual Meeting held on Monday 7 September 2020**

It was **RESOLVED** that the Minutes of the Meeting held on Monday 7 September 2020 be signed, by the Chairman, as a true and correct record. Proposed by Cllr Farmbrough and seconded by Cllr Grimsditch. All voted in favour.

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

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

None.

**4. Guest Speakers**

None.

**5. Speedwatch**

"The volunteers managed seven checks during September at various times and locations. A total of 748 were assessed and 39 offenders were reported to the constabulary.

Our speed gun has been checked for accuracy by one of the enforcement officers and is still fit for purpose. He is also going to try and arrange early am visits to catch early offenders. He also assessed a site for him in North Acre but I have not had the result yet.

All the volunteers have read the new safety manual and signed the Constabulary agreement form. We have one new volunteer trained and ready to go.

The article I put in The Waylander to try and recruit more volunteers generated no interest.

CHAIRMAN.....

DATED: .....

CLERK: Joanne Blackman, Daisy Barn, 42 Long Lane, Feltwell, Norfolk, IP26 4BJ

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It has been suggested that during the winter months we increase the number checks and reduce the duration of each check from 1 hour to 30 minutes. I await feedback from the volunteers as to their views.

There are five planned checks for October at various times and locations of 1 Hour duration.”

**The Chairman reopened the Council meeting.**

**6. To record any Declarations of Interest and to consider any requests for Dispensations from Council Members.**

Cllr Brooker – 7C and 7A (standing order increase)

**7. Planning Applications**

- A. **3PL/2020/0262/O** – Land to the North of School View NR17 1DD – Erection of 4no. Two storey dwelling with associated car parking, landscaping and access. It was noted that the description still refers to 4 properties and that this has been amended to 3 properties. A decision is awaited.
- B. **3PL/2020/1000/F** – The Barns, Attleborough Road, NR17 1DJ – Conversion of single storey storage building to dwelling. A discussion took place and it was agreed that the Council have no objections to this planning application.

**8. Finance – to approve and report the following expenditure:-**

- A. To approve salary payment including holiday allowance to the Clerk, Mrs Joanne Blackman, for the month of September 2020 in the sum of £221.07.
- B. To approve payment to RG Maintenance Services Limited in respect of invoice number 2244251 for grass cutting in the month of September 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 September 2020 in the sum of £7.20 (incl VAT).
- D. To ratify payment to Plusnet for Broadband at the Village Hall in respect of invoice number 00004758344-014 in the sum of £34.20 (incl VAT).
- E. To ratify payment to 1&1 Internet Ltd in respect of Caston Community Cars in respect of reference V74393235-97878379 in the sum of £7.20 (incl VAT).

All of the above payments were proposed by Cllr Farmbrough and seconded by Cllr Cook, all voted in favour.

**Finance – increase of standing order**

- A. To approve an increase of the Standing Order in reimbursement to Brian Brooker for payment to Voipfone for the phone line of Caston Community Cars on a monthly basis from £7.20 to £8.40 per month (beginning October).

The above increase was proposed by Cllr Farmbrough and seconded by Cllr Brown, all voted in favour.

**9. To discuss propose and vote on the following subjects**

**A. Noticeboard at Northacre**

The purchase of a new noticeboard for Northacre was discussed and as a suitable replacement would cost in the region of £500, it was agreed that Cllr Cook will inspect the existing board and offer his opinion as to whether it is repairable. **Item for next Agenda.**

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**B. Remembrance Wreath**

The Clerk advised that Mrs Horner had asked whether the Council required her to purchase the Remembrance Wreath in the normal way. A discussion took place and it was agreed that the Council would appreciate Mrs Horner arranging the purchase of the same. The Clerk to liaise with Mrs Horner.

**10. Matters to Report**

**A. Financial Balances**

The Clerk reported the current balances to the meeting.

**B. Matters for the Rangers**

The current position with regards to the Rangers is still unknown. The Clerk to continue to chase Cllr Bowes in this regard.

**C. Cell Phone Coverage Survey**

Cllr Grimsditch apologised but due to personal circumstances she has been unable to progress this at the present time. It was therefore agreed that this item and item F. First Responder Scheme, would be removed from the Agenda until the New Year.

**D. Purchase of SAM2**

The Clerk advised that the SAM2 sign had been ordered and had a lead time of around 6-8 weeks (mid-late November).

**E. Purchase of Noticeboards for Parish Council/Village Hall**

The Clerk advised that both Noticeboards had been ordered and had a lead time of around 6-8 weeks (mid-late November).

**F. First Responder Scheme (proposal from Cllr Grimsditch)**

See C. above.

**G. Play Area**

Cllr Porter advised that the installer had apologised that they had not been able to visit the site to inspect the matting, they would be visiting either Monday or Tuesday of this week (5/6 October).

The water leak has now been resolved at the Play Area.

Arrangements have been made for two further volunteers to attend a playground inspection online course which is being funded by the WI. The WI have also agreed to fund a further two volunteers if required.

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## H. Remembrance Book

Cllr Porter reminded the Council of the resolution made at the previous meeting of the Council namely that “the Remembrance Book should remain in the care and control of the PCC, as is currently the case, as an alternative conclusion could not be reached”.

Cllr Porter advised that all Council Members have received two letters from Mrs Horner.

A further discussion took place and the following proposal was made by Cllr Brown and seconded by Cllr Grimsditch, five voted in favour with one abstention. The resolution was therefore carried.

**IT WAS RESOLVED** that the Council reaffirm the decision that the Caston Book of Remembrance [“Book”] including its display case remain located at Caston Holy Cross Church for the purpose of public display and viewing subject to the rules and regulations of the Church of England as administered locally by Caston Parochial Church Council [“PCC”] and such other governmental bodies or executive agencies having jurisdiction and **FURTHER** that the Council consents and approves of the daily or other regular turning of the pages of the Book by Mr Roy and or Mrs Jane Horner and that the PCC grant access to Mr Roy and or Mrs Jane Horner for this purpose all pursuant to the aforementioned rules and regulations from time-to-time in force. **IN ADDITION** it was noted that the present pandemic emergency measures prevent the page turning and that the Clerk should ask the PCC to advise the Council when the relevant restrictions have been lifted so as to enable the page turning to resume.

## I. Community Cars

Cllr Brooker advised that the Community Car Scheme was currently not operating due to the Coronavirus Pandemic. Cllr Brooker was concerned that Council monies were being spent each month on the phonenumber and website. Cllr Brooker advised that he may be able to reduce the phone line charges by around £4 per month by arranging for disconnection of the four extension lines but the website would need to remain for the time being. It was therefore agreed that Cllr Brooker would arrange this.

Cllr Brooker explained that he was unsure whether the scheme would continue post pandemic as we do not know what the position will be with regards to medical appointments in the future.

## 11. Correspondence

The Clerk had, prior to the meeting, sent by email to all Councillors, a Notice of Appeal in respect of planning application 3PL/2020/0274/F – School Lodge, The Green – proposed detached house and garage/workshop to garden plot. The Clerk advised that the Appeal was being dealt with by written submissions which had a deadline of 2 November.

It was discussed and agreed that the Council should reassert its previous comments and further consider the reasons for refusal. Clerk to prepare a draft response for consideration and submission.

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- 12. To agree the next meeting date**  
2 November 2020

The Chairman closed the meeting to permit public discussion.

- 13. Participation and questions from the public – session 2**  
None.

- 14. Matters for future discussion to be noted**  
Nothing further than listed above.

Meeting closed at 8.40 pm

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