

Caston Parish Council

CHAIRMAN: Mr Chris Cook VICE CHAIRMAN: Mrs Mary Howell

**MINUTES OF THE MEETING OF CASTON PARISH COUNCIL
MONDAY 3 JUNE 2024
AT CASTON VILLAGE HALL AT 7.30 PM**

Councillor's present:- Chris Cook, Sarah Fletcher, Graham Moss, Rob Trown

Also present:- No members of the public

1. **Apologies for absence**
Apologies were received and accepted from Cllr Howell and Cllr Spanyol.
2. **To approve the Minutes of the Meeting held on 13 May 2024**
The Minutes of the Meeting held on 13 May 2024 were approved and signed by the Chairman, Chris Cook.

The Chairman closed the Council Meeting to permit public discussion.

3. **Participation and questions from the public, session 1.**
None.

The Chairman reopened the Council Meeting.

4. **Guest Speakers**
None. CC Bowes submitted a written report which can be found at the end of these Minutes.
5. **Speedwatch and SAM2 Report**
"During May the volunteers undertook 3 checks. A total of 190 vehicles were assessed and fifteen reported to the constabulary for exceeding 35 mph. Highest speed recorded this month 46mph. We have now lost Polly Perkins as she has re-located, in Hingham. There are three checks planned for June."

The Clerk advised that T Ash had provided a description of the role of the co-ordinator. It was agreed that the Clerk would produce a simplified version to assist any candidate. A notice would be placed on the website and Facebook in due course. The Clerk advised that it would of course be beneficial if an existing volunteer were to fill the role as they are already trained and verified but this is not essential.

6. **To record any Declarations of Interest and to consider any requests for Dispensations from Council Members.**
None.

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DATED:

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7. **Planning Applications**

- A. **3DC/2023/0322/DOC** – Land to the North of School View NR17 1DD – Discharge of Conditions 5,6,7,8,12 on 3PL/2020/0262/O. This application relates to Condition 5 – Drainage, Condition 6 – Construction Management, Condition 7 – Biodiversity and Ecology, Condition 8 – Trees in Countryside and Condition 12 – Access to Site. **Undecided.**
- B. **3PL/2024/0180/VAR** – Land to the West of School View – Variation of Conditions 4, 6, 7 & 8 on 3PL/2020/0262/O – amend the wording of the conditions to be varied from “no development shall take place/comments” to “no development shall take place beyond slab level”. **Undecided.**
- C. **3DC/2024/0049/DOC** – Land adj School View, The Street, NR17 1FP – Discharge of Conditions 5, 6, 7 & 8 on 3PL/2024/0180/VAR. **Undecided.**
- D. **3PL/2024/0067/D** – Land to the North of School View 10 The Street NR17 1DD – Reserved matters application for erection of 3no. two storey dwellings with associated car parking landscaping and access following outline permission allowed on appeal 3PL/202/0262/O.
- E. **3PL/2024/0051/DOC** – The Gables, 35 Attleborough Road, NR17 1DJ – Discharge of conditions No 3 & 12 on 3PL/2021/0439/VAR. **Undecided.**
- F. **3PL/2021/0932/VAR** – Cherry Tree Farm Cherry Tree Lane Stow Bedon – Variation of Condition No2 on 3PL/2017/0878/F: Variation to reflect the as-built appearance and layout of the pig sheds, feed silos and manure storage cover and proposed amendments including revised external materials and the addition of chimneys. **Stow Bedon application. Undecided.**
- G. **3PL/2022/0368/F** – Coughtrey Industrial Estates (Units 1 – 17) Church Road – The demolition of Units 1-6 (whole block Western boundary) and Units 7-13 (part of North Block), extensions to units 14 and 15 (large extension to North block), extension to unit 16 (small extension to South Block), external fascia changes, refurbishment to Unit 17. Change of use of whole site to mixed B2 and Class E (offices). The reconfiguration of parking and creation of a new loading and unloading area. **Refused.**
- H. **3PL/2023/1055/VAR** – Coughtrey Industrial Estate Church Road IP25 6QB – Removal of planning condition 3 on 3PL/2003/1585/F. **Undecided.**
- I. **3PL/2023/1054/VAR** – Coughtrey Industrial Estate Church Road IP25 6QB – Removal of planning condition 4 from 3PL/2003/1092/F. **Undecided.**

One additional planning application:

- J. **3PL/2024/0344/F** – East View, The Street, NR17 1DD - Proposed Change of use of outbuilding to be used as a beauty therapy room. **Undecided.** The application was discussed, and the Parish Council agreed they had no objections to this 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 May 2024 in the sum of £252.63.
- B. To ratify payment to Roger Canwell for Internal Audit in the sum of £55.00.
- C. To ratify payment to A Gallagher for Council insurance in the sum of £1,260.65.
- D. To approve payment to BT for broadband at the Village Hall in the sum of £30.38 (incl VAT) – paid by Direct Debit.

Proposed by Cllr Cook and seconded by S Fletcher. All voted in favour.

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9. **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 2023/24.
 - B. To adopt the Balance Sheet for Highway Surveyors for the financial year 2023/24.
 - C. To approve, sign and complete the Annual Governance and Accountability Return 2023/24.

Proposed by Cllr Cook and seconded by Cllr Moss. All voted in favour.

10. **Matters to Report**
- A. **Flooding/Mid Norfolk Flood Partnership**
Nothing to report at the current time but to remain on Agenda as Mid Norfolk Flood Partnership.
 - B. **Riparian ownership letters**
The Council had received communications from five residents following the recent letters. Each was discussed and noted. The Clerk will respond to each resident thanking them for contacting us.
 - C. **Financial Balances**
Parish Council £11,534.33/Highway Surveyors £15,121.64.
 - D. **Village Gates**
A discussion took place regarding the repainting of the Village Gates. It was agreed that we would ask Wayland Painting Services to complete the works. The Clerk will contact them to confirm.
 - E. **Playground**
Cllr Trown advised that he and Cllr Spanyol have replaced the damaged bolt covers, extracted the protruding bolts from under the bench and filed them down.
 - F. **Website/Emails**
Cllr Trown advised that he was still having problems logging into his email account. Cllr Fletcher assisted. Cllr Trown is confident he will be able to sort it out before the next meeting. A discussion took place regarding additional storage capacity for our emails. The Clerk advised that a further GB will cost £20 per annum (plus VAT). It was agreed that we should purchase an additional GB but it was noted that each Councillor and the Clerk are responsible for ensuring that any 'non important' emails will be deleted, on a regular basis, and removed from the 'trash' and 'sent' folders to ensure the problem does not reoccur.
 - G. **Emergency Plan**
Ongoing as and when time permits.
 - H. **Village Green Noticeboard**
Cllrs Trown and Spanyol have started the work on the Noticeboard.
 - I. **County Broadband**
The Clerk advised that she will chase the Solicitor in relation to the Wayleave Agreement.
 - J. **Liaison with School**
No update available.
 - K. **Reducing level of speeding in Caston**
No update available.
 - L. **Litterpick**
Deferred to the next meeting. There are currently four volunteers, but somebody needs to organise equipment/date.

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M. Damaged Planter

Cllr Fletcher had previously notified the Clerk that one of the planters at the end of Church Lane had been damaged, beyond repair, by a Council grass cutter. It was quite clear that the planter would have been well hidden in the undergrowth and the operator would not have been able to see it. It was also apparent that the planter was in a bad condition in any event. Cllr Fletcher advised that a resident had offered to make a replacement planter for the cost of the materials. This was considered and it was agreed that this offer would be gratefully accepted but it was felt that an alternative location may be better suited to avoid the same happening again. It was agreed that the Village Green beneath the Noticeboard would be a good place. A discussion took place re costs and it was agreed that a budget of £100 would be acceptable for materials. Cllr Fletcher will speak to the volunteer and obtain an idea of likely costs.

PROPOSED by Cllr Cook and seconded by Cllr Trown that a budget of up to £100 be made available for materials for a replacement planter to be made. All voted in favour.

It was therefore **RESOLVED** that a budget of up to £100 would be made available for materials for a replacement planter to be made.

N. Highways – making good the damage caused in Northacre

The Clerk will follow up with Highways when the work will be completed in Northacre to put right the damage caused during the road diversion earlier in the year.

O. Parking on Green at Coronation Terrace

It was noted the since the last meeting the contractor had been unable to cut the grass properly on Coronation Terrace however, there continues to be parking on the grass area and it was agreed that a reminder letter would be sent to all residents that parking is not permitted.

11. **Correspondence**

None.

12. **To agree the next meeting date: 1 July 2024.**

Agreed.

The Chairman closed the Council Meeting to permit public participation.

13. **Participation and questions from the public – session 2.**

None.

14. **Matters for future discussion to be noted**

None.

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Report to Caston Parish Council 3/6/24

At the beginning of May County Cabinet members agreed the council's annual review report and a delivery plan for 2024-25, showing its priorities for this year.

Highlights of the council's performance over the last year include:

- Agreeing a £600 million-plus devolution deal to bring powers and funding from Westminster to Norfolk
- Spending £1.5 million per day on adult social care, including help for 11,000 people to return home from hospital.
- Securing £49.5 million of Government funding to improve bus services, with an 18 per cent rise in passenger numbers.
- Delivering ultra-fast broadband to more than 6,900 premises, with superfast broadband now covering 97.3 per cent of properties.
- Serving more than 1.8 million library customers.

Key priorities for this year include:

- Delivering the devolution deal and an economic strategy for Norfolk, to boost jobs and skills
- Delivering better quality, local and affordable care for children, including more foster carers
- Continuing to deliver supported living housing programmes for adults
- Delivering library hubs, including a range of services, in King's Lynn and Great Yarmouth
- Completing the roll-out of LED streetlighting, to cut costs and carbon emissions

Cabinet has also discussed the start of its budget planning process for next year. The council's current savings target is £44.7 million.

Norfolk signs historic agreement with Ukrainian region of Lviv

A cooperation agreement has been signed between Norfolk County Council and the Ukrainian region of Lviv which is designed to explore knowledge transfer, educational exchange and trade opportunities. The historic Memorandum of Understanding (MoU) was signed on Thursday 2 May at the Ukrainian Embassy in London by Leader of Norfolk County Council Kay Mason Billig and in Lviv via video link by Maksym Kozytskyi, Head of the Lviv Regional Military Administration. It is the first such agreement to be signed with Lviv by any part of the UK.

Both Norwich and Lviv have links to UNESCO: Norwich is a UNESCO City of Literature, and the historic part of Lviv city (300-acre historic centre) is included in the UNESCO World Heritage list. In 2022, Lviv was granted Freedom of the City of Norwich in solidarity with Ukraine, and the MoU - similar to a twinning arrangement - will further celebrate and build on these links. Norfolk and Lviv have identified several key opportunities for collaborative working, including the TechBridge programme, a strategic partnership between the UK Government, Ukraine Ministry of Digital Transformation and Ukraine Ministry of Foreign Affairs to forge connections between our tech ecosystems. This partnership currently runs to 2025 but may be extended, providing businesses in both locations access to expert advice and support in navigating the barriers to UK-Ukraine trade. There are also specialist investment accelerator programmes for Ukraine tech SMEs looking to expand overseas. The skills and knowledge the local Lviv tech sector offers are recognised on the international level. For example, Lviv IT specialists developed the Skype app and special effects for films such as Harry Potter and Spider-Man. Norfolk also has a strong growing ICT/Digital sector with several individual clusters, and the MoU will encourage collaboration within the sector between our regions by participating in mutual events of interest. This not only benefits cluster growth in a key sector for Norwich and Norfolk's digital services and would benefit Lviv through the contribution to the recovery efforts.

Other opportunities for collaboration include an incoming visit to the Theatre Royal Norwich in October by the Lviv National Philharmonic Orchestra of Ukraine, led by leading conductor, Theodore Kuchar.

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The first ever Norfolk Rural Business Awards will be held at the Royal Norfolk Show on 27th June as a result of an initiative between the County Council and the Royal Norfolk Agricultural Association. The judges have drawn up a shortlist for each of the nine categories, with the winners to be announced at the Royal Norfolk Show on Thursday 27 June.

Road Safety Community Fund 2024/25

I'm pleased to advise that an enforceable 20mph speed limit will be implemented along Merton Rd, Watton past the Wayland Academy, following my successful bid for funding, submitted to the Road Safety Community Fund.

I am also pleased to update that the 20mph speed reduction project, through Watton High Street, funded through my County Member's budget, is scheduled to be implemented week beginning 24th June.

Claire Bowes

County Councillor, Watton Division: claire.bowes@Norfolk.gov.uk

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