

Caston Parish Council

CHAIRMAN: Mr Chris Cook VICE CHAIRMAN: Mrs Mary Howell

**MINUTES OF THE MEETING OF CASTON PARISH COUNCIL
MONDAY 8 JANUARY 2024
 AT CASTON VILLAGE HALL AT 7.30 PM**

Councillor's present:- Chris Cook, Mary Howell, Graham Moss, Simon Spanyol, Sarah Fletcher and Rob Trown

Also present:- Two members of the public

1. Apologies for absence

None.

2. To approve the Minutes of the Meeting held on 4 December 2023.

All voted in favour.

The Chairman closed the 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.

5. Speedwatch and SAM2 Report.

"During December the volunteers did two checks. 65 vehicles were assessed and 1 reported to the constabulary for exceeding 35mph".

Cllr Spanyol gave a breakdown of the latest SAM2 data. Data continues to show Coronation Terrace and Northacre to be the busiest areas.

Cllr Fletcher advised that two of the batteries were not lasting the duration of their time at any location and will provide information to the Clerk to consider purchasing two new batteries.

The latest reports can be accessed here [Caston Parish Council | SAM2 Data](#)

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

None.

CHAIRMAN.....

DATED:

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

Tel: 01842 829821 Email: parish.clerk@castonparishcouncil.gov.uk www.castonparishcouncil.gov.uk

7. **Planning Applications:-**

- A. **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 store cover and proposed amendments including revised external materials and the addition of chimneys. **Stow Bedon application. Undecided.** No update available.
- B. **3PL/2022/0472/F** – Appeal No. APP/F2605/W/22/3308149 – Homefield House, The Street, Caston – Proposed new dwelling. **Undecided.** No update available.
- C. **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. **Undecided.**
- D. **3PL/2023/1055/VAR** - Coughtrey Industrial Estate Church Road IP25 6QB - Coughtrey Industrial Estate Church Road IP25 6QB. **Undecided.**
- E. **3PL/2023/1054/VAR** - Coughtrey Industrial Estate Church Road IP25 6QB - Removal of planning condition 4 from 3PL/2003/1092/F. **Undecided.**

In respect of items C-E, Local MP, George Freeman has written to Breckland Council to oppose this application on the grounds of change of use from light industry to much heavier industry use. Mr Freeman has also agreed to visit Griston in the near future.

- F. **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. The original application has a proposed road to three new houses. It has a new entrance across the ditch with culvert. There are no plans to continue the drainage along the rest of the site. The current plan to mitigate surface water is considered insufficient. The culvert proposed is bigger than the two smaller culverts at the original School View site. As most Councillors had not yet had an opportunity to consider the application, it was agreed that Councillors would submit comments to the Clerk following a review of the application. Cllr Spanyol agreed to draft a response to the Planning Department for consideration by all Councillors.

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 December 2023 in the sum of £252.63.
- B. To approve payment to BT for broadband at the Village Hall in respect of invoice M005 in the sum of £27.54 (incl VAT) – paid by Direct Debit.

There was one additional item for payment as follows:-

- C. To approve payment to C E Clarke Fencing for repairs to the Village Gates in the sum of £897.60 (incl VAT).

All voted in favour.

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9. **To consider budget and agree Precept for the financial year 2024/25.**

The draft budget had been provided to all Councillors prior to the meeting for consideration and general questions had been raised and answered. A discussion took place particularly in relation to the grass cutting contract and it was agreed that the Clerk would contact the Church for a reference for the contractor, who currently maintains the Churchyard, and who has tendered for the contract.

Each item was given full consideration, and it was proposed by Cllr Cook and seconded by Cllr Spanyol that the Precept requirement for the financial year should be £11,600. All voted in favour. It was therefore **APPROVED** that the Precept requirement for the financial year will be £11,600.

10. **Matters to report:-**

A. Drainage Improvement Project/Road Closure/Diversion

The works are now complete, and the road closure and diversion have been removed. The Council has been advised that the surface dressing will be addressed in the Summer.

B. Highways – response re damage caused as a result of the diversion.

The Clerk had received notification from Highways that the damaged verges will be soiled up in the Summer. If it was done now the soil would wash off into the road. It was noted that the potholes had been addressed.

C. Highways – trench outside Hawthorn Lodge.

The Clerk reported the trench appearing outside Hawthorn Lodge and Highways have confirmed that it will be monitored but does not currently meet intervention criteria.

D. Flooding / Mid Norfolk Flood Partnership/Village meeting.

E. Letter to Norfolk Flood & Water Management Team.

Taking D and E together, Cllr Howell advised that she had written to Norfolk Flood Water Management Team and a copy has been sent to both George Freeman MP and Henry Cator. Cllr Howell agreed to send a copy of the letter to all Councillors.

The Clerk advised that she had received two more notes of interest for a village meeting. It was felt that it would be beneficial to wait until we have some more information to offer. Cllr Howell will include a further note in the Waylander for people to come forward.

F. Riparian ownership letters.

Cllrs Howell and Spanyol have walked the watercourse and advised that 24 of the riparian letters are correct but there are a further potential 22 properties/landowners, identified on the Caston Map, which should be included in the letters. Cllr Howell felt it was better for all letters to be sent at the same time, so no letters have been sent to date. Cllrs Howell/Spanyol also felt that the letter required some work and agreed to re-draft the letter and provide the missing details to the Clerk for processing.

G. Save the Rain project.

The Clerk advised that this is in fact called the 'Reclaim the Rain' project. The Clerk advised that this is a project which has been running since 2020 and is well established.

H. Shared Folder.

Cllr Spanyol advised that he had sent a test Dropbox email to all Councillors to see if we were able to access documents uploaded to it. It was considered that this would be a good idea if we were constantly sending lots of documents but it was felt that the email works well and it also records a history of any comments etc. This will therefore not be pursued any further.

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I. Financial Balances.

Caston Parish Council £10,330.93/Highway Surveyors £14,873.67

J. Village Gates.

The Clerk advised that the gates were now all repaired and upright once again. Discussion took place as regarding the condition of the gates and it was felt that they would benefit from a repaint. The Clerk to obtain a quote for the same to be done when the weather improves.

K. Playground.

The Clerk advised that she had reviewed the Playground Report and there were a few minor things noted. There are several caps which cover the bolts which have either worn or come off completely, some having rough edges. The Clerk advised that she had been quoted £2 per cap to replace them. Cllr Spanyol advised that he thought he had some in his garage so will check and replace if they are found or advise the Clerk so replacements can be purchased.

The Clerk also advised that the grass under the swing has become worn. The inspector advised that grass should be present, on top of the rubber matting, to soften any fall. The suggestions were to either reseed in the Spring, heighten the swing so feet do not wear the grass away or consider installing bonded rubber crumb in place of the matting. The Clerk to obtain a quote for the bonded rubber crumb.

L. Website/Emails.

There are still some issues in relation to the emails. Cllr Fletcher can receive but not send emails from her new email address. The Clerk is looking into this to try and resolve. Cllr Cook is waiting for the new email to be put on to his computer. Cllr Trown is having issues installing the emails on to his laptop. If Cllr Trown is unable to resolve this issue, he will advise the Clerk for further assistance.

The Caston House Map under the News and Info tab leads nowhere. The Clerk will resolve.

Under Useful Links we should consider adding the Village Hall website. The Clerk will add accordingly.

M. Telephone kiosk.

There remains little interest in the refurbishment of the BT kiosk near the school. It was therefore agreed that this would be given a simple repaint in the Spring but would otherwise remain as it is.

N. Emergency Plan.

This remains for the Clerk to progress, low priority.

O. Village Green Noticeboard.

Cllr Cook will treat the wood once the weather improves in the Spring/Summer.

P. Hedge at Coronation Terrace.

The hedge has been cut at Coronation Terrace however, there is a section at the Attleborough Road end which remains uncut and there are some dangerous brambles growing in it which are encroaching on the path. The Clerk will contact the Contractor to address this.

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- 11. **Correspondence**
None.

It is hereby Minuted that a contact at the School should be sought.

- 12. **The next meeting date:** 5 February 2024.

The Chairman closed the Council Meeting to permit public discussion.

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

- 14. **Matters for future discussion to be noted.**
A secure digital place for securing documentation (currently held on a removal hard drive).

Jo Blackman
Parish Clerk

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