

## Caistor St Edmund Parish Council

Chairman: Jeanette Utting

Parish Clerk: Yvonne Wonnacott

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### Minutes of the Parish Council Meeting of Caistor St Edmund Parish Council held on Wednesday 18<sup>th</sup> July 2018 at 7.15pm at St Edmund's Church, Caistor St Edmund.

**Present:** Cllr Jeanette Utting (JU), Cllr Paul Kelly (PK), Cllr Paul Chapman (PC), Cllr Anneliese Tofield (AT), District Councillor Trevor Lewis (TL) and Yvonne Wonnacott - Parish Clerk (YW).

**Apologies:** Cllr Simon Woods, Cllr Barry Catchpole, County Councillor Vic Thomson, Stuart Sansbury – Poringland Beat Manager.

**Members of the Public:** None.

Item		Action By
2018/37	<p><b>Apologies for absence.</b> Apologies were received and accepted from Cllr Woods, Cllr Catchpole, County Cllr Thompson and Stuart Sansbury (Poringland Beat Manager).</p>	
2018/38	<p><b>To receive declarations of interest in the following items of the Agenda.</b> None.</p>	
2018/39	<p><b>To approve a time limit for the meeting.</b> It was agreed that the meeting should aim to finish by 9.00 pm.</p>	
2018/40	<p><b>To approve as a correct record and sign the Minutes of the Annual Parish Council Meeting held on 9th May 2018.</b> The minutes of the Annual Parish Council meeting held on 9th May 2018 (as previously circulated) were approved as correct and signed by the Chairman, Cllr Utting.</p>	
2018/41	<p><b>To discuss matters arising from the Minutes not on this Agenda.</b> <u>Markshall Bridge</u> Parish Clerk to contact County Cllr Thompson to ascertain reason for cameras currently situated on bridge. <u>Litter Pick</u> Chair advised successful litter pick, 15 bags of rubbish collected and Supper provided by Church. Chair expressed thanks to all parties involved. <u>JAB</u> Chair advised minutes had been circulated.</p>	YW
2018/42	<p><b>Update from County Councillor Vic Thomson.</b> Report received from County Cllr Thompson and circulated via email.</p>	
2018/43	<p><b>Update from District Councillor Trevor Lewis.</b></p>	

	<p>District Cllr Lewis advised of the decision for South Norfolk Council (SNC) and Broadland District Council (BDC) to embrace a strategic collaboration and for one joint officer team to be established to support the two autonomous councils. Effectively within 6 months substantial changes should begin to take place, these should happen fairly organically.</p>	
2018/44	<p><b>Financial Matters</b></p> <p>a) <u>Finance and Admin Report with financial summaries for approval</u> - Report circulated prior to meeting was approved.</p> <p>b) <u>Expenditure for approval as per Finance and Admin Report</u> – The following expenses were approved:  - Parish Clerks expenses for May and June @ £53.28 and £14.41  - Reimbursement to Chair for 2 x padlocks for SAM2 @ £29.97  - Additional expenses to report for contribution towards Six Strategic Group administration costs @ £85.00.</p> <p>c) <u>Donation request for 2019/20 from Caistor St Edmund Church</u> – Chair advised costs £1,000 per year for grass cutting. Parish Council currently contributes £75. Parish Clerk to contact Bixley Parish Clerk to establish what contribution they donate to their Church and their 2018/19 precept. All agreed in principle happy to provide further financial support in 2019/20, however it was agreed that the requested amount of £500 could not be met at this stage, as this would mean an increase in excess of 10% to our share of the council tax bill. Parish Clerk to invite Rev. Rob Baker to next meeting, for further discussion.</p> <p>d) <u>CIL payment</u> – Quote received from Ben Burgess for Stihl equipment for Raking Pit @ £1067 (including VAT). Parish Clerk advised SNC had confirmed CIL payment could be used for purchase of this equipment. Chair proposed and Cllr Tofield seconded purchase of equipment and an additional battery, all agreed. Cllr Chapman to purchase said equipment, requesting invoice to be issued direct to Parish Clerk.</p> <p><u>Seat at Crossroads (Triangle)</u>  Chair advised that the seat at the crossroads is in need of a clean and stain. Cllr Chapman to look into.</p>	<p>YW</p> <p>YW</p> <p>PC</p> <p>PC</p>

2018/45	<p><b>Planning Items</b></p> <p>a) <u>Correspondence received to date:</u></p> <p>i. 2018/1467, 3 Hall Cottages – All agreed Parish Clerk to respond to SNC “We have no views or comments about this application”.</p> <p>ii. 2018/1499, 51 Caistor Lane – All agreed Councillors to look at and advise Parish Clerk of any comments by end of week. If no comments received Parish Clerk to respond “We have no views or comments about this application”.</p> <p>b) <u>Decision notices received to date</u> – None.</p>	<p>YW</p> <p>ALL</p> <p>YW</p>
2018/46	<p><b>Councillor Vacancy.</b></p> <p>Chair to consult with Vice-Chair and item to be referred to next meeting.</p>	JU/SW
2018/47	<p><b>Street Party.</b></p> <p>Chair advised event was a huge success, with over 80 people in attendance.</p>	
2018/48	<p><b>Raking Pit.</b></p> <p>Chair advised notification received from HM Land Registry that the Raking Pit is now registered to Caistor St Edmund Parish Trust. Next working party 13<sup>th</sup> October, with police cadets in attendance. Cllr Tofield advised looking to create wildlife hotels, Parish Clerk to research wildlife hotels and forward findings to Cllr Tofield.</p>	YW
2018/49	<p><b>Sheila’s Memorial.</b></p> <p>Cllr Tofield advised memorial tree is growing well.</p>	
2018/50	<p><b>SAM2.</b></p> <p>Chair advised SAM2 has been in place for 4 weeks and referred to first set of data as circulated via e-mail. 85<sup>th</sup> percentile speed was 34.8mph, average speeder was 39mph. All agreed to collect further data and then submit findings to Poringland Police for their reference.</p>	
2018/51	<p><b>Items for the Parish Council meeting 19<sup>th</sup> September 2018.</b></p> <ul style="list-style-type: none"> <li>- Sheila’s memorial</li> <li>- Seat at crossroads</li> <li>- Councillor vacancy</li> <li>- 2019/20 Caistor St Edmund Church donation request</li> <li>- Raking Pit</li> </ul> <p>Markshall Bridge, cameras update.</p>	
2018/52	<p><b>Any Other Business</b></p> <p><u>GNLP Additional Sites</u> Chair advised additional 2 sites, references GNLP2093 and GNLP2094 relate to Fuel Allotment Trust Land, and that there are no immediate plans for future building on this land.</p> <p><u>Council Community-led Planning Workshops</u> All agreed Parish Clerk to forward any information received in relation to the workshops.</p> <p><u>Caistor Hall – Willow Trees</u> Chair advised willow trees have been cut back.</p>	

