

Caistor St Edmund Parish Council

Chairman: Sheila Baker

Parish Clerk: Yvonne Wonnacott

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Minutes of the Parish Council Meeting of Caistor St Edmund Parish Council held on Wednesday 13th January 2016 at 7.15pm at Framingham Earl Community Sports Centre

Present: Cllr Sheila Baker, Chairman (SB), Cllr Nigel Orme (NO), Cllr Jeanette Utting (JU), Cllr Paul Kelly (PK), Cllr Brian Grundy (BG), and County Councillor Roger Smith (RS), Yvonne Wonnacott, Parish Clerk (YW).

Members of the Public: Four.

Item		Action By
2015/101	Apologies for absence Apologies were received and accepted from Cllr Paul Chapman who was on holiday and Cllr Barry Catchpole.	
2015/102	To receive declarations of interest in the following items of the Agenda. Cllr Baker expressed an interest on item 15 on the agenda, planning correspondence, with regard to planning reference 2015/2933, land adjacent to Field House, Caistor Lane.	
2015/103	To approve a time limit for the meeting It was agreed that the meeting should aim to finish by 9.00pm.	
2015/104	To approve as a correct record and sign the Minutes of the last Parish Council Meeting held on 18th November 2015. The minutes of the meeting held on 18 th November 2015 (previously circulated) were approved as correct and signed by the Chairman, Cllr Baker.	
2015/105	To discuss matters arising from the Minutes not on this Agenda <u>Raking Pit</u> Original date of 17/01/16 set for working party, however agreed in light of Cllr Chapman's absence agreed to postpone date to 07/02/16. Cllr Grundy advised both rings and life lines are currently in place and there have been no further problems since before Christmas. <u>Website Update</u> Parish Clerk advised that there would be an advert in the February edition of "Free for All" and adverts have been placed on both noticeboards. <u>Roman Fun Day</u>	

	<p>Cllr Orme advised at JAB meeting there was talk of holding future events every other year instead of yearly.</p> <p><u>Markshall Farm Flooding</u></p> <p>Cllr Orme advised had spoken to James Daniels who is pursuing matter as an individual as recommended by County Cllr Smith.</p>	
2015/106	<p>Update from County Councillor Roger Smith</p> <p>County Cllr Smith referred to previous two circulated reports dated 25th November 2015 and 14th December 2015. Key points summarised were;</p> <ul style="list-style-type: none"> - Road closure of Arminghall Lane, County Cllr Smith would be interested in any feedback. - County Council are currently preoccupied with setting budget, looking at different ways of doing things and straight cuts. - Local government settlement assumes Council Tax will be increased by 1.2%; however this is not yet agreed but has been built into government modelling. No freeze grant this year. County Cllr Smith invited views. Feedback provided was nominal increase would be acceptable provided it was wisely spent. - Contamination rates of recycled material – Increasing rates of contamination, particularly in Kings Lynn and Breckland areas. Expect to see more publicity. - Buses (Connect) – Problems with reliability, new timetable being introduced in February 2016 to make service more efficient and reliable. - Speed camera (Framingham Earl High school) – Does not catch motorcyclists as takes forward facing view. Safety Camera Partnership is aware of issue. - Closure of railway bridge (Long John Hill) – No rebuilding plan till Christmas. Network management in constant discussions with Network Rail to bring date forward. <p><u>Closure of Caistor Lane</u> – County Cllr Smith invited feedback. Concerns with regard to verges and potential to crumble, particularly below High Ash Lane where verge is disappearing and fields on left hand side are substantially lower than road level. Concerns about incorrect signage as “access only” sign is on display however this was not the case as road entrance completely blocked, therefore sign should be removed. County Cllr Smith to speak to Network manager with regard to misleading signage. Advised of high volumes of HGV traffic to Hopes Farm this week.</p>	RS
2015/107	<p>Update from District Councillor Trevor Lewis</p> <p>None provided.</p>	
2015/108	<p>Willow Trees on Caistor Lane</p> <p>Cllr Baker read e-mail from Bob Edwards dated 12/01/16 as</p>	

	<p>previously circulated. Agreed in light of e-mail Parish Council has come to a standstill and exhausted all avenues. Parish Clerk to write to Caistor Hall to express thanks and ask them to keep on top of situation. Parish Clerk to write to other parties to advise Parish Council has done all they can with regard to this matter and exhausted all avenues.</p>	<p>YW</p> <p>YW</p>
2015/109	<p>Financial Matters</p> <p>a) <u>Finance and Admin Report with financial summaries</u> Report circulated prior to meeting was approved.</p> <p>b) <u>To authorise and sign cheques</u> Authorised and signed cheques for the following payments: - Parish Clerk Expenses (November @ £99.19 and December @ £41.77) = £140.96</p> <p>c) <u>Precept 2016/17 Signing Off</u> – As at previously agreed figure £4,087 (minute reference 2015/88 (d), 2016/17 Precept upon Charging Authority – Final Version signed off by Cllr Baker and Parish Clerk. Parish Clerk to e-mail form to SNC.</p> <p>d) <u>Sector Led Body for Audit Procurement</u> – As per Finance and Admin report, circulated prior to meeting. All in agreement to opt in.</p> <p>e) <u>Age UK Norfolk- Donation Request</u> – All agreed at present moment in time not in a position to donate. Parish Clerk to write to Age UK Norfolk.</p> <p>f) <u>Letter received from MW Services re commercial grass cutting services</u> – All agreed satisfied with current contractor. Parish Clerk to write to MW Services thanking him for letter and advising will keep details on file.</p>	<p>YW</p> <p>YW</p> <p>YW</p>
2015/110	<p>Correspondence from PC Harvey – Caistor Lane Traffic As per e-mail dated 05/12/15, as previously circulated. Cllr Baker highlighted fact that currently only have one trained Special Constable who covers two areas spanning approximately 50 Parish Councils, meaning chances to conduct checks are limited.</p>	
2015/111	<p>Markshall Lane - Update Cllr Orme advised overgrown hedge had been cut back. E-mail received from Stoke Holy Cross Parish Clerk with regard to Beech hedge on the bend, requesting this also be cut back. Cllr Orme investigated today and reported back that whilst hedge could be cut back he feels that this would not be of benefit as having extra hedge slows drivers down going round the bend and does not stick out at present time. Chairman of Stoke Holy Cross Parish Council was in agreement that it would be better to leave hedge as is in its natural state and requested Parish Clerk to contact Stoke Holy Cross Parish Clerk advising them of this.</p> <p>Road surface at end of Markshall Lane is yet to be done, originally works to commence at end of September. Parish Clerk to contact</p>	<p>YW</p> <p>YW</p>

	<p>Bob Edwards (Highways) to ascertain current situation and cc County Cllr Smith.</p> <p>Parish Clerk to contact Shirley Hagger for update with regard to repair of bridge.</p>	YW
2015/112	<p>High Ash Farm</p> <p>a) <u>Scheme update</u> No further update, item to be added onto March agenda.</p> <p>b) <u>Correspondence received from Parishioner re bus shelter.</u> As per e-mail received 02/12/15 from Daniel Skinner as previously circulated. Parish Clerk to write to Daniel Skinner advising that Parish Council would support further applications and invite him to March meeting.</p>	YW
2015/113	<p>Lone Working Policy – For Approval. As previously circulated, all approved. Parish Clerk to look at what further actions could be taken to support this policy.</p>	YW
2015/114	<p>Keith’s Walk Litter Pick Cllr Baker read out e-mail from Graham Ford dated 12/01/16, as previously circulated. All agreed title of “Keith’s Walk” is no longer applicable. Parish Clerk to request information pack.</p>	YW
2015/115	<p>Planning Items</p> <p>a) <u>Planning Correspondence – Received to date</u> <u>2015/1921 Tas House - Update</u> Cllr Grundy advised present position is SNC are waiting for applicant to provide background to support claim of travellers. Planning council meeting deferred to February.</p> <p><u>2015/2933 Land Adjacent to Field House</u> Cllr Baker raised following points;</p> <ul style="list-style-type: none"> - Much bigger bungalows. - Parking spaces for 10 cars for 2 bungalows. - Bad bend re access road. - Can’t see where 2 bungalows would benefit village residents as luxury 5 bedroom bungalows. <p>Member of public raised following concerns;</p> <ul style="list-style-type: none"> - Garage will face their property; same height of bungalow so will be obstructive. - Some trees including oak which do not appear on plans. - 6ft fence, not hedge. - Pumping station could be a problem, sewage. <p>Cllr Baker read out reservation statement provided by Cllr Grundy to meeting. All agreed to respond to SNC application stating should be refused and provide reasons as per statement.</p>	
2015/116	<p>Queens 90th Birthday Celebrations Rex Humphrey advised that Church is hoping to hold an event in</p>	

	<p>the Church over the weekend of 11-12th June, initial ideas are a flower festival and if feasible a free community event with refreshments and entertainment. Rex Humphrey has Church meeting 14/01/16 at which it was agreed that he would report back that the Parish Council is happy to support and join any Church event. Agreed that Parish Council points of contact would be Cllr Baker and Cllr Utting. Cllr Orme suggested approaching Tesco's at Harford Bridge with view to obtaining sponsorship.</p>	
2015/117	<p>Items for the Parish Council meeting 16th March 2016</p> <ul style="list-style-type: none"> - Queens 90th Birthday Celebrations - Update - Markshall Lane Road Surface – Update - Litter Pick - Update - Raking Pit – Working Party Update - High Ash Farm Scheme – Update - Boundary Commission Review – For discussion 	
2015/118	<p>Any Other Business</p> <p>a) <u>Community Land Project – Drop in event</u> – Cllr Baker advised of drop-in day to be held on 20/01/16, 2pm-8pm, at Poringland Community Centre, for people to put forward suggestions for the use of the land given by Norfolk Homes to Poringland Parish Council.</p> <p>b) <u>Proposed Meeting Dates 2016/17</u> – Parish Clerk proposed following meeting dates;</p> <ul style="list-style-type: none"> - 20th July 2016 – St Edmund's Church - 21st September 2016 – FECSC - 16th November 2016 – FECSC - 11th January 2017 – FECSC - 15th March 2017 – FECSC - 19th April 2017 (Annual Parish Meeting) – St Edmund's Church - 17th May 2017 (Annual Parish Council Meeting) – St Edmund's Church, <p>All dates agreed, Parish Clerk to contact relevant parties to book venues.</p>	YW
2015/119	<p>To close the meeting Meeting was closed at 9.20pm.</p>	

Minutes prepared by Yvonne Wonnacott 14/01/16

Approved Date.....