

## Caistor St Edmund Parish Council

Vice Chair: 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 11<sup>th</sup> January 2017 at 7.15pm at Framingham Earl Community Sports Centre (FECSC).

**Present:** Cllr Jeanette Utting (JU), Cllr Brian Grundy (BG), Cllr Paul Kelly (PK), Cllr Paul Chapman (PC), Cllr Simon Woods (SW), Cllr Anneliese Tofield (AT), County Councillor Roger Smith (RS) and Yvonne Wonnacott - Parish Clerk (YW).  
**Members of the Public:** None

Item		Action By
2016/91	<b>Apologies for absence.</b> Apologies were received and accepted from District Councillor Trevor Lewis and Cllr Catchpole.	
2016/92	<b>To receive declarations of interest and requests for dispensations in the following items of the Agenda.</b> None.	
2016/93	<b>To approve a time limit for the meeting.</b> It was agreed that the meeting should aim to finish by 9.00pm.	
2016/94	<b>To approve as a correct record and sign the Minutes of the last Parish Council Meeting held on 16<sup>th</sup> November 2016.</b> The minutes of the meeting held on 16 <sup>th</sup> November 2016 (previously circulated) were approved as correct and signed by the Chair.	
2016/95	<b>To discuss matters arising from the Minutes not on this Agenda.</b> <u>Noticeboards</u> Cllr Catchpole still to undertake maintenance of second noticeboard. <u>Sheila Baker's Ashes</u> Carry over to March agenda. <u>2026 Public Rights of Way Work</u> E-mail received from D.Skinner 01/12/16, advising that as far as he could see all of the public footpaths in Caistor that pass through High Ash Farm are correctly recorded on the Ordnance Survey map. All the other permissive access paths at High Ash Farm are not public rights of way and should not be recorded. <u>Parish Clerk Laptop</u> Laptop has been passed over to Chairman, Cllr Utting for retention and use in relation to the Fuel Allotment Fund.	BC  YW

	<p><u>Anglian Bus Service No. 87</u> Response received back to query from Anglian Bus Service advising that due to the road not being safe enough their drivers can't stop between designated bus stops.</p>	
2016/96	<p><b>Suspension of meeting for Public Participation.</b> None</p>	
2016/97	<p><b>Update from County Councillor Roger Smith.</b> County Cllr Smith welcomed Cllr Utting to the position of Chairman. County Cllr Smith referred to his newsletter dated 01/12/16, as previously circulated. County Cllr Smith highlighted the following items;</p> <p><u>Budget</u> NCC currently in process of setting budget for next financial year. Ordinary council tax to go up by just under 2%, with a further 2% added on for adult social care and the possibility of an additional 1% increase on top of these increases, this is currently under discussion.</p> <p><u>Press Release 11/01/17</u> Press release issued with regard to the forecasted weather condition of snow over next few days. All the gritters are very active.</p> <p><u>Roadworks in Norwich</u> Controversial matter, with congestion occurring. The third trunk of roadworks should be finished by Easter.</p> <p><u>Poringland Library</u> Plans to extend opening hours by offering a self-service system during out of hours. Lots of future events planned at Library such as coffee mornings and DVD sale.</p> <p><u>Speed Camera</u> The speed camera outside Framingham Earl High School caught 386 offenders during the period 1<sup>st</sup> April to 30<sup>th</sup> November 2016, 78 of which paid fines and the remainder opted to attend Speed Awareness programmes.</p> <p><u>Anglian Water Mains Works</u> Caistor Lane programmed to be completed at the end of the scheme in 2017.</p> <p><u>Excluded Children</u> At meeting today at the Open Academy, Salhouse Rd, the subject of the huge rise of excluded children was broached. Once a child has been excluded from school they become County Councils responsibility.</p>	
2016/98	<p><b>Update from District Councillor Trevor Lewis.</b> Apologies were received from District Councillor Lewis.</p>	
2016/99	<p><b>Financial Matters.</b></p> <p>a) <u>Finance and Admin Report with financial summaries to 30<sup>th</sup> November 2016</u> - Report circulated prior to meeting was approved. Parish Clerk advised that no detailed bank statement had been received for December, agreed to carry out reconciliation upon receipt of January statement.</p>	

	<p>b) <u>Expenditure for approval as per Finance and Admin Report</u> – Parish Clerks expenses for November and December @ £71.63 and Norfolk Parish Training and Support invoice @ £45.00 approved. Cllr Woods advised that he had not been able to attend booked training session, as per invoice, however he had spoken to NPTS and agreed that invoice would be paid and he would just attend an alternative session with no additional charge.</p> <p>c) <u>Precept 2017/18</u> – All agreed to increase precept to £4,324, taking into account the revised budget with amended figures for NPTS and Norton subscriptions. Band D charge will be £32.65, a £1.63 increase compared to 2016/17. 2017/18 Precept Upon Charging Authority – Final Version completed and signed off by Chairman and Parish Clerk. All agreed to decrease the donation amount to the Norwich Fringe Project from £150 to £100 allowing a £50 donation towards the sponsorship of permissive access paths on High Ash Farm. Parish Clerk to write to Norwich Fringe Project advising of change to donation amount.</p> <p>d) <u>New Norfolk PTS Subscription Service</u> – All agreed to subscribing to this service in April 2017 (when launched).</p> <p>e) <u>Age UK Norfolk</u> – All agreed due to financial constraints not in a position to donate. Parish Clerk to write to Age UK Norfolk.</p> <p>f) <u>Sponsorship of permissive paths (High Ash Farm)</u> – As per minute ref 2016/99 (c). In addition Parish Clerk to contact South Norfolk Council (SNC) to establish if part of the CIL payment could be used towards this sponsorship.</p>	<p>YW</p> <p>YW</p> <p>YW</p>
2016/100	<p><b>Planning Items.</b></p> <p>a) <u>Correspondence received to date</u> – None.</p> <p>b) <u>Decision notices received to date</u> – None.</p>	
2016/101	<p><b>Raking Pit.</b></p> <p>Chairman thanked Cllr Tofield for her efforts. Agreed to plant bulbs on a yearly basis. Next working party is 12/02/17.</p>	
2016/102	<p><b>Six Strategic Meeting.</b></p> <p>Cllr Grundy attended meeting on 28/11/16. Cllr Grundy advised following;</p> <ul style="list-style-type: none"> <li>- John Overton was appointed Vice Chairman.</li> <li>- Waiting reply from Police Commissioner with regard to speed limits.</li> <li>- Sixth Youth Council Development Worker has resigned.</li> <li>- Mr Lang a representative from EACH advised getting close to £7 million point on target and point at which they can commence work.</li> </ul>	

	<ul style="list-style-type: none"> <li>- District Councillor Neal advised that with reference to the Greater Norwich Local Plan, they were looking at and discussing the possibility of 2 new towns at Mangreen and Easton.</li> </ul>	
2016/103	<p><b>Emergency Plan (Six Strategic Group).</b> Parish Clerk to put an article on both the website and noticeboard providing a brief summary of plan and advising how parishioners can be added to the plan if they require.</p>	YW
2016/104	<p><b>Sheila Bakers Ashes.</b> As per minute ref 2016/95.</p>	
2016/105	<p><b>Community Infrastructure Levy (CIL) Payment</b> Discussed under minute ref 2016/106 and 2016/99 (f).</p>	
2016/106	<p><b>Traffic Concerns – Caistor Lane</b> Response received back from Mr. Edwards, Highways Department advising as follows;</p> <ul style="list-style-type: none"> <li>- The correct speed limit coming from the Caistor Hall end of Caistor Lane up into Poringland is the National Speed Limit which is 60mph. However, that does not mean it is safe to drive at that speed and drivers have a duty to drive commensurate with the conditions.</li> <li>- The estimated cost to purchase a vehicle activated speed sign would be approx. £6,000 for a fixed sign and £3,000 for a movable SAM2 Speed Message sign. Both of these are eligible for part-funding under the Parish Partnership Scheme.</li> <li>- The estimated cost to have the speed limit changed on this piece of road would be approx. £6,000 for the assessment, TRO amendment and signage. However Mr Edwards was certain that Caistor Lane would not meet the criteria for a 30mph limit. Highways no longer has funding for speed limit amendments and do not allow Parish Councils to fund their own speed limits.</li> </ul> <p>All agreed if feasible that the fixed vehicle activated sign would be the best route to follow. Parish Clerk to contact SNC to confirm if the CIL payment could be used alongside the Parish Partnership Scheme to purchase such sign. Parish Clerk to contact the Parish Clerk at Stoke Holy Cross to obtain background information with regard to their speed activated sign, such as how they purchased it, running and maintenance costs etc.</p>	<p>YW</p> <p>YW</p>
2016/107	<p><b>Correspondence received to date.</b></p> <p>a) <u>2017 Litter Pick</u> – As e-mail previously circulated. Agreed date of 24/05/17. Cllr Utting to contact Church to see if they would be interested in helping out. Parish Clerk has requested pack and will forward onto Cllr Utting upon receipt.</p>	<p>JU</p> <p>YW</p>

2016/108	<b>Items for the Parish Council meeting 15<sup>th</sup> March 2017.</b> <ul style="list-style-type: none"> <li>- Raking Pit – Working Party Update</li> <li>- CIL Payment – Update</li> <li>- Roman Town Meeting - Update</li> <li>- Traffic – Caistor Lane – Update</li> <li>- Emergency Plan (Six Strategic Group) – Update</li> <li>- Sheila Baker’s Ashes – Update.</li> </ul>	
2016/109	<b>Any Other Business.</b> None	
2016/110	<b>To close the meeting</b> Meeting was closed at 8.50pm.	

Minutes prepared by Yvonne Wonnacott 13/01/17

Approved ..... Date.....