

Cawston Parish Council

Minutes

Meeting held on Thursday 16th April 2026 at 7pm in the Village Hall,

In Attendance: Cllr Arneill, Cllr Buttifant, Cllr Durrant, Cllr Livingstone (Chair), Cllr Purdy, Cllr Reckert, Cllr Sinclair, Cllr Soanes, Cllr Dave Thomas (District Councillor), Gail Mayhew (Good Village Growth) and Sarah Vergette (Clerk)

1. Apologies & Approval of absence. Cllr Hellewell, Cllr Greg Peck (County Councillor). Approved.

2. Declarations of interest. None

3. To approve as accurate minutes of the previous meeting. The minutes of the previous meeting, having been circulated were **approved** and signed as a true record.

4. Public Participation

4.1 Good Village Growth. Gail Mayhew explained that Good Growth Homes works to deliver better quality housing schemes, setting the framework for development. There should be a mechanism for a growth statement. If the Parish Council is interested in the scheme, it may be possible to provide one- or two-days pro bono. Building relationships with the Community Land Trust and landowners is key. More information will be provided to the Parish Council before any decisions are made.

4.2 County Councillor. Cllr Peck sent a report which had been circulated and was noted. Thanks are given to Cllr Peck for his help and support throughout the time he has served as a County Councillor.

4.3 District Councillor. Cllr Thomas reported: **Birds Lane post-box**

Royal Mail have decided that they aren't replacing the knocked over post-box on Birds Lane, Cllr Thomas is working with a resident near there to see if we can counter their argument of 98.3% of residents being close enough. Their limit is 98%.

The Heating oil Scheme is now live and being distributed by NCC.

GNLP – national housing targets have been increased. Four hundred sites have been put forward under the Call for Sites and are being reviewed. A further Call for Sites will open in June.

Cllr Thomas has a member grant of £1,000 that can be spent on small local projects.

LGR (Local Government Reorganisation)

Norfolk County Council and Broadland District are making way for a new single tier (Unitary) local authority. Cawston will be in East Norfolk. The next 12-18 months will be interesting with the prospect of another election in 2027 to elect the first members of the new authority. The field near to Woodrow Garage continues to be monitored.

5. Updates

5.1 Clerk's report – noted.

5.2 Cllr Reckert reported that there had been reports of dog mess and dogs off leads on the playingfield. One dog had entered the toddler area and exploded a ball in the area. There

is concern for safety with dogs being off their leads. The clerk will put a post of Facebook asking for more consideration especially of small children.

5.3 Cllr Buttifant reported that School Lunch Bags took place on 1st and 8th April for the Easter holidays, they served 34 lunch bags.

6. Finance & Governance

6.1 To approve payments

a. Salary	£598.95
b. HMRC	£456.08
c. Norfolk Pension Fund	£245.72
d. Npower	£154.77
e. Four Oaks Tree Work	£150.00
f. TT Jones	£52.52

Approved

6.2 To approve Year-end Accounts. **Approved**

6.3 To note Member and Employee protocols – noted.

6.4 To re-adopt Code of Conduct – noted.

6.5 To discuss and agree General Risk Assessment. **Agreed.**

7. Planning Matters

7.1 To discuss planning application 2026/0282 to construct Anaerobic Digester Plant with landscaping, drainage and associated development, infrastructure and works at Land at Oulton Airfield. There would be a huge impact on the road infrastructure and on traffic if this application was given permission. Oulton Street would need widening and the hedgerows would need to be removed which would impact on Biodiversity. Loss. There would be excessive HGV traffic movements a day and no indication of where traffic would disburse after it gets to the Holt Road. Objections will be sent.

7.2 Planning application 2026/0822 – Listed Building Consent for 11 Chapel Street, change of colour to front door. No objections.

7.3 A useful and constructive meeting had been held to discuss possible future planning developments in the parish.

8. Cemetery/Churchyard

8.1 Repairs to the church wall will take place week commencing 5th May.

8.2 Reports of a dangerous Ash tree in the churchyard had been received. These had been investigated and broken branches had been removed. Cllr Livingstone proposed a tree survey should be carried out on the Ash tree and that quotes should be sought for the three-yearly tree survey, to include yearly survey of the Ash tree, seconded by Cllr Sinclair with all in agreement.

9. Playing field/Village Hall

9.1 The goals have been moved. The earth is very compacted and needs to be re-seeded. The clerk will contact the contractor. It was agreed to proceed if the cost is reasonable.

9.2 There had been some damage to one of the ramps, these has now been mended. Thanks to the parishioner for doing the work.

10. Highways

- 10.1 The SAM2 results were noted. Thanks were given to Cllr Arneill for his work with the SAM2. The SAM2 has been turned around on Chapel Street. The device may need to be serviced in due course.
- 10.2 There was much discussion regarding the white gates which had been removed by Volker Fitpatrick under a S278 Agreement. It was agreed that any post removed should be reinstated by the contractors in agreement with NCC Highways. Volker Fitpatrick are coming to the end of their work, and the agreement will pass to Murphys. Square posts had been replaced by round metal posts which are not acceptable. There was discussion that the white gates that are currently with Volker Fitzpatrick could be used elsewhere in the village. The contractors need to form a plan of action that is agreeable to the Parish Council.
- 10.3 Correspondence from the Ramblers Association regarding Rights of Way in the Parish was discussed and noted. A map of the footpaths will be obtained.
- 10.4 A dog bin had been damaged near Howards Way, a replacement will be purchased and installed.

11. Allotments

- 11.1 Cemetery Extension. It was agreed to submit the planning application for the Cemetery extension. Cllr Sinclair stated that the wells remain dry.

12. Correspondence

- 12.1 The Home Help Van team will have table in the village hall on Friday 22nd May whilst Lunch Club is on. They speak to attendees and have a private space for any discussions.

13. Date of the next meeting

The date of the next meeting is currently set for **Thursday 21st May** 7pm in the Village Hall. Items for the next agenda to be sent to the clerk by Monday 11th May 2026. This will be the Annual Parish Meeting and Annual Parish Council meeting.

14. Any Other Business/ For Information.

Cllr Thomas reported that he had been approached by a resident concerning the Clarion land off the High Street. They would like to make the area more pleasing. Clarion Housing may be willing to lease the land to the Parish Council but there needs to be some discussion. A resident in Birds Lane is in discussion with Highways regarding a ditch on their land. The clerk will contact the landowner and Highways to see if a resolution can be reached.

There being no further business the meeting closed at 8.35pm

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Chair

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Date