

Cawston Parish Council

Minutes

Meeting held on Thursday 19th February 2026 at 7pm in the Village Hall,

In Attendance: Cllr Arneill, Cllr Durrant, Cllr Hellewell, Cllr Livingstone (Chair), Cllr Purdy, Cllr Reckert, and Sarah Vergette (Clerk)

In the absence of Cllr Buttifant it was **agreed** that Cllr Livingstone would take the chair.

- 1. Apologies & Approval of absence.** Cllr Buttifant, Cllr Sinclair, Cllr Soanes, Cllr Dave Thomas (District Councillor), 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 Public.** None.
 - 4.2 County Councillor.** Nothing to report.
 - 4.3 District Councillor.** Cllr Thomas sent a report which was noted.
- 5. Updates**
 - 5.1 Clerk's report – noted.** It was noted that there had been further issues with Barclays and a complaint had been raised. Barclays offer £125 in compensation, and it was agreed to accept this offer. The issues raised with the Ombudsman is ongoing.
 - 5.2 The litter pick was discussed and a provisional date set for Saturday 28th March.** Flyers will be produced and the event will be advertised on Facebook.
- 6. Finance & Governance**
 - 6.1 To approve payments**

a. Salary	£598.55
b. HMRC	£456.48
c. Norfolk Pension Fund	£275.20
d. Npower	£196.98
e. V Purdy	£25.76
f. Norfolk Print & Design	£210.00

Approved
 - 6.2 To approve bank reconciliation. Approved**
 - 6.3 To note Member and Employee protocols – deferred to March**
 - 6.4 To re-adopt Code of Conduct – deferred to March**
 - 6.5 To appoint the Internal Auditor.** It was **agreed** to appoint M. Anderson-Dungar as Internal Auditor.
 - 6.6 A refund from NCC will be made for previous Parish Partnership works which were less expensive than they invoiced for.**
 - 6.7 Changes to the LGPS were noted, a reduced rate of employer contributions to 19.5%**

7. Planning Matters

- 7.1** The GNLP call for sites was noted.
- 7.2** Correspondence from Bluestone Biogas was noted. A planning application will be submitted. If planning permission is given this will result in increased vehicle movements.
- 7.3** Planning application 2025/2911 2 William Bush Close has been approved.
- 7.4** An offer of Community Benefit funding has been received from Bluefield for Oulton Solar Farm. It was noted that the period of operation has increased from 25 years to 40 years. It was **agreed** to write to Bluefield to ask if they would consider an increase in the sum.
- 7.5** Planning application 2025/1356 for Cawston Park Hospital has been approved with conditions. **7.6**
- 7.6** Planning application 2026/0314 Land West Of Docking Farm East Of Heydon Road Cawston for Erection of a poultry farm comprising 4 No. poultry houses and associated infrastructure. If permission is given for this development there would be a 1.4million turnover of chickens per year and approximately 3,500 vehicle movements per year. Concern was raised over the traffic movements, and size of vehicles concerned, considering other ongoing developments and applications which have traffic movement implications. The assessment of this impact needs to consider the various other applications for industrial development in the near vicinity and the cumulative impacts these will have. It seems that the traffic management plan – such as it is- depends on infrastructure that is due to be removed after the windfarm cable installers have finished their work. A response will be submitted to BDC raising concern.

8. Cemetery/Churchyard

- 8.1** The Clerk will write to the contractor to ask when he will be carrying work to the Church Wall. A working party will clear the walls shortly before work starts.
- 8.2** Two quotes to repair the pothole at the church have been received, it was **agreed** to accept the less expensive quote from Louis Scales in the sum of £95. Proof of Public Liability has been received.
- 8.3** Cllr Purdy reported that the plaque is now in position in the Cemetery. It had previously been suggested that there should be an opening ceremony. Cllr Purdy will contact Pembroke for dates. It was agreed to also invited Oulton Street and Haveringland. It may be possible to have a celebration tea in the Bowls Club after the ceremony. This item will remain on the agenda

9. Playing field/Village Hall

- 9.1** Cllr Livingstone reported that the hedges had been cut that day, however the field is now a mess as was very wet. A Facebook post will be made explaining that the hedges needed to be cut before the nesting season.
- 9.2** The goals will need moving shortly.
- 9.3** Cllr Hellewell raised a query relating to a property boundary line which is adjacent to the playing field. Cllrs Livingstone and Hellewell will take a look.

10. Highways

- 10.1** The SAM2 results were noted, the sign had been moved to Sygate. Thanks were given to Cllr Arneill for his work with the SAM2.
- 10.2** Cllr Thomas had asked for an additional location for the SAM2 on Norwich Road to be considered. Although permission has been given by Highways for an additional location

it was not deemed suitable. The clerk will investigate the cost of a new post. This could be paid for with the refund received from NCC, Parish Partnership.

- 10.3 Cllr Livingstone received an emailed from Volker Fitzpartick regarding the Traffic Management Plan. The TMP states that upon completion of the Volker Fitzpatrick works responsibility passes to Murphy for RWE. Cllr Livingstone has asked for photos of the village gates, this item will go on the next agenda.

11. Allotments

- 11.1 Cemetery Extension. Cllr Livingstone had circulated a Design and Access Statement, which was agreed. There was some discussion about how much of the hedge to remove, it was agreed to leave the hedge as it is and consider have pedestrian gates at either end on the new Cemetery access. There will be around 300/330 new plots. It was noted that under the GNLP only part of the allotments is included, the clerk will contact BDC.

12. Correspondence

- 12.1 The Home Help Van will visit the village on 25th February. It will be in the village hall car park from 1pm to 4pm and is available to offer help and advice.

13. Date of the next meeting

The date of the next meeting is currently set for **Thursday 19th March** 7pm in the Village Hall. Items for the next agenda to be sent to the clerk by Monday 9th March 2026.

14. Any Other Business/ For Information.

The clerk has requested quotes for the insurance and hopes to be able to discuss next month. Cllr Livingstone noted the EDP article regarding Clarion tenants in the village.

There being no further business the meeting closed at 7.50pm

.....
Chair

.....
Date