

Cawston Parish Council

To: Members of Cawston Parish Council

You are duly summoned to attend the Annual Meeting of Cawston Parish Council to be held following the Annual Parish Meeting on Thursday 15th May 2025 at Cawston Village Hall

S Vergette
Sarah Vergette

Date 8th May 2025

Clerk, Cawston Parish Council
cawstonpc@yahoo.co.uk
01603 714172

Public Attendance

Members of the public and press are welcome to attend. At item 5 the public will be invited to give their views/question the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 10 minutes duration and will be followed by any County/District Councillors' reports.

AGENDA

- 1. Election of Officers**
 - 1.1 Election of Chair
 - 1.2 Election of Vice-Chair
- 2. Apologies & approval of absence**
- 3. Declarations of interests**
- 4. To approve as accurate minutes of the previous meeting.**
- 5. Public participation session (10 minutes)**
 - 5.1 Public
 - 5.2 County/District Councillor
 - 5.3 Police report
- 6. To appoint members to serve for the ensuing year on :**
 - a. Oakes Memorial Trust Charity (two members)
 - b. Cawston Heath Trust Charity (one member)
 - c. Cawston Village Hall Management Committee (one member)
 - d. Reepham Safer Neighbourhood Action Panel (SNAP) (one member)
 - e. Cawston Lunch Club
- 7. To review and agree Policies**
 - 7.1 Schedule of meetings of the Council for 2025/26
 - 7.2 Standing Orders
 - 7.3 Financial Regulations
 - 7.4 General Risk Assessment
 - 7.5 Internal Control Policy

8. Matters Arising from the previous meeting

- 8.1 Clerk's report
- 8.2 Any other matters arising

9. Finance

- 9.1 To approve payments – separate schedule
- 9.2 To note the Internal Audit report
- 9.3 Approval of the Governance Statement of the Annual Return
- 9.4 Approval of the Accounting Statements of Annual Return
- 9.5 To note income

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10. Planning matters

- 10.1 To discuss 2025/1356 Cawston Park Hospital - Variation of condition 1 20221379 - (Variation of temporary change of use of the Grange, the Lodge, and Manor Flats within Cawston Park from buildings in use as part of a disused hospital (Class C2) to rural (migrant) worker accommodation for 18 months (20212327)) - extension of time (18 months from 11/05/2025 to 11/11/2027) Application Type: Removal/Variation of Condition (S73 / S19)
- 10.2 To note information relating to Nutrient Neutrality

11. Church & Cemetery

- 11.1 To receive updates Plaque for Cemetery

12. Playing Field/Village Hall

- 12.1 To discuss new equipment for the playing field
- 12.2 To discuss Football Club Agreement
- 12.3 To discuss Youth football request

13. Highways

- 13.1 To note funding support scheme for bus shelter installations
- 13.2 Update on SAM2
- 13.3 To note and discuss Public Spaces Protection Order

14. Correspondence

- 15.1 To discuss correspondence received.

15. Date of Next Meeting

The date of the next meeting is currently set for Thursday 19th June 2025 at 7pm in the Village Hall.

16. Any Other Business/Information

No decisions can be under this item, for information purposes only.

Items for the next agenda to be sent to the clerk by Monday 9th June.