

Cawston Parish Council

Minutes

Meeting held on Thursday 18th December 2025 at 6pm in the Village Hall,

In Attendance: Cllr Arneill, Cllr Buttifant (Chair), Cllr Durrant, Cllr Hellewell, Cllr Livingstone, Cllr Sinclair, Cllr Soane, Cllr Dave Thomas (District Councillor), Cllr Greg Peck (County Councillor), two parishioners and Sarah Vergette (Clerk)

- 1. Apologies & Approval of absence.** Cllr Purdy, Cllr Reckert. 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.** The parishioners attended to discuss planning application 2025/1547. They voiced concerns, the conditions for planning approval would need better clarification. There are also concerns regarding the reinstatement of a hedge which was removed. Cllr Thomas stated that an extension for response had been given by BDC, the application is ambiguous, there are TPOs on the trees. The site has been approved under the GNLP although the original 6 spaces applied for have been reduced to two spaces/plots. Conditions of approval need to be clear and enforceable.
 - 4.2 County Councillor.** Cllr Peck reported that the Mayoral elections have been cancelled for Norfolk and Suffolk. Councillors are trying to press for the County Council to go ahead next year, the Government has until 24th February to cancel these elections. The LGR Government consultation is open for opinions until 11th January.
 - 4.3 District Councillor.** Cllr Thomas reported that the Warren Wood planning application had been voted down, however it is likely the applicant will go to appeal. The Grupotec application is likely to go to Committee at the earliest in February. Cllr Thomas is still waiting for a response regarding the Woodrow roundabout but is hopeful an Enforcement Notice will be served on the landowner. The property in Chapel Street is being monitored by BDC on a weekly basis.
 - 4.4 Police Report.** None
- 5. Updates**
 - 5.1 Clerk's report** – noted.
 - 5.2** Cllr Livingstone wrote to Hornsea and Orsted asking for help with the potholes in the driveway to the village hall and was declined.
 - 5.3** Cllr Buttifant reported that the Remembrance Day wreaths which the Council buys are made of plastic and go into landfill. Cllr Buttifant is looking at alternatives. Cllr Buttifant went on to say she attended a meeting of local council chairs recently where there was discussion on how the councils could work together. The Chair and clerk have submitted a complaint to the Financial Ombudsman.

6. Finance

6.1 To approve payments

a. Salary	£613.85
b. HMRC	£456.48
c. Norfolk Pension Fund	£275.20
d. Npower	£185.02
e. TT Jones	£52.52
f. Anglia Sign Casting Ltd	£2349.99
g. Stuart Group	£210.00 – Dip meter
h. Community Heartbeat	£50.95 – Bowls Club, pads
i. Community Heartbeat	£360.00 – Eastgate for 4 year battery
j. Parish Online	£105.60

Approved

A VAT reclaim had been submitted and received in the sum of £8910.79

6.2 To approve bank reconciliation. **Approved**

6.3 Grass cutting contract. Three quotes had been received based on the specification agreed by the Council. Cllr Sinclair proposed that contractor B should be awarded the contract, seconded by Cllr Durrant with all in agreement. Garden Guardian will be awarded the contractor.

6.4 To discuss and agree the budget. A draft budget had been circulated and following some discussion was **agreed**.

6.5 To discuss and agree the Precept. Following some discussion it was **resolved** to set the Precept at £41,000. This is a 3.05% increase on last year.

6.6 To discuss CIL monies. It was agreed that CIL monies could be used for the Cemetery extension.

7. Planning Matters

7.1 To discuss planning application 2025/1547 Land North of Buxton Road of Flambirds. Change of use from amenity land to gypsy/traveller site for two units. As previously discussed the site was allocated under the GNLP, the two plots need to fit the correct criteria and should be clearly conditioned, there is a need for clarity. The clerk will respond.

7.2 Planning application 2025/3589 Beachwood Farm for creation of an irregularly shaped wildlife pond. No comment/objection

7.3 Refusal for planning was noted for application 2025/1531, land north of Aylsham Road.

7.4 Planning application 2025/2018 Amended application for Change of use of buildings and yard for agricultural storage, vehicle/equipment hire, sales & servicing centre to storage and distribution use (Class B8) Location: The Hangar Heydon Road. The clerk will respond saying that the Council stand by their previous comments.

8. Cemetery/Churchyard

Nothing to discuss.

9. Playing field/Village Hall

9.1 To discuss the siting of the Oakes Memorial Trust sign. Cllr Soanes stated that the Trust met with the sign maker and it had been agreed to fix the sign to the playing field gates. The sign will be added to the insurance policy. The Trust had asked the VHMC if it would be possible to install CCTV on the village hall, this had been agreed provided it was managed by the Trust/Parish Council. It was agreed that this was not necessary.

9.2 The driveway to the car park has many potholes. A quote for temporary repairs is being sought, however a permanent solution is needed.

9.3 Feedback from the VPMC – two people had gone into the village hall asking if the playingfield was open as the gates were closed. The gates are not locked. It was agreed to monitor this and see if there are any similar issues.

10. Highways

Nothing to discuss.

11. Allotments

11.1 The bore holes were drilled on 1st December, no complaints have been received from allotments tenants who were written to twice before the bore holes were drilled. The next steps will be discussed in January.

12. Correspondence

12.1 Nothing to discuss.

13. Date of the next meeting

The date of the next meeting is currently set for **Thursday 15th January** 7pm in the Village Hall. Items for the next agenda to be sent to the clerk by Monday 5th January 2026.

14. Any Other Business/ For Information.

Cllr Livingstone reported that he had cleaned the graffiti from the play equipment. The screws in the skatepark had been tightened.

Cllr Durrant stated that the number plate will go on the combine (play equipment) in the New Year.

There being no further business the meeting closed at 18.53.

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Chair

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Date