

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00P.M. ON MONDAY 9TH APRIL 2018
AT THE PAVILION, CHURCH STREET, OLD CATTON

PRESENT: Mr D Elmer Mrs L Fawke Mr B Honess
Mr A Jackson-Dennis Mr D King Mr B Leggett
Mrs J Leggett Mr B Palmer Mr B Sabberton-Coe
Mr R Tovell Mr M Vincent

Norfolk County and Broadland District Councillor Mrs K Vincent
One resident

170. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Mrs A Chandler due to holiday commitments and Councillor Miss P Wilkin due to a family commitment. Broadland District Councillor K Leggett also gave his apologies.

171. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

Interests were declared as follows –
Councillors Mr B Leggett, Mr B Palmer and Mrs J Leggett – Old Catton Twinning Society
Councillor Mr B Leggett – Village Hall Management Committee

172. MINUTES OF THE MEETING OF 12.03.2018

It was AGREED that the Minutes, which had been circulated with the Agenda, be confirmed as a true record and signed by the Chairman.

173. MATTERS ARISING

173.1 Councillor B Honess asked for clarification why the proposal to host a garage sale was not approved. There were no further matters arising.

174. PUBLIC DISCUSSION

The meeting was adjourned for public discussion and reports from the Police, County and District Councillors

The Police were not present and no written report was received for discussion. All those present were reminded of the upcoming SNAP meeting to be held on Monday 16th April at the Pavilion in Church Street Recreation Ground at 7pm.

Norfolk County and Broadland District Councillor Karen Vincent stated that the resurfacing of the Woodham Leas trod had been completed. Remaining funds from her allowance had been allocated to the bus cage on Lodge Lane; work was expected to be carried out May/June. She continues discussions with Transport for Norwich regarding the Spixworth Rd/Chartwell Rd junction and that HGVs are unable to use the junction without mounting the pavement. Stage 3 Safety Audit has been undertaken to identify works that need to be undertaken. Following discussions it has been assessed that the NDR signage is adequate and no further signs are to be installed. She continues to chase Highways regarding the replacement VAS on St Faiths Rd, and discussions regarding the verge damage on the junction of St Faiths Rd continues. Councillor K Vincent informed members that the next Broadland District Council meeting will be on 17th April and next Norfolk County Council meeting is on 16th April. She provided an update on the GNLP Consultation. She stated that the planning application for Anglia Square redevelopment had now been submitted, closing date is 5th May.

A resident raised concerns regarding the allotment verge; he was disappointed that this was not cleared and use of the path was restricted. As Councillor Chandler was not present Council could not comment. He stated that the hedge at Billing Close/Ecton Walk was still an issue and asked members if they would visit the site to inspect. Billing Close pavement had been marked in places for

repair and the resident was concerned that only certain areas of the path would be repaired rather than the whole path.

The meeting resumed.

- 175.** The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. It was AGREED that bowling club members who be charged by the hour if they wish to play recreational games outside those organised by the club. This is in line with non-club members who may wish to use the bowling green. Council requested that the Clerk ask the Old Catton Bowling Club if they would loan x4 mats and x2 cot balls to be kept at the Pavilion should ad hoc players wish to use the bowling green (to protect the grass). It was AGREED that a fire extinguisher should be placed inside the bowling hut.

Councillors J Leggett, B Leggett and B Palmer left the room at this stage.

It was AGREED that the Twinning Society would now be charged for uses of the Pavilion in line with all other hirers of the facility.

Councillors J Leggett, B Leggett and B Palmer returned to the meeting.

176. FINANCE

176.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 629 to 685 on the payment schedule up to 09.04.2018 with expenditure of £15,201.13 and income of £709.45 be APPROVED.

- 176.2** It was AGREED to renew the Community Action Norfolk subscription for 2018/19 at a cost of £20.00.

177. MINUTES FROM COMMITTEE AND WORKING PARTY MEETINGS

- 177.1** It was AGREED that the Minutes of the Staffing Committee Meeting held on 8th January 2018, which had been circulated with the Agenda, be confirmed as a true record and signed by the Chairman.
- 177.2** It was AGREED that the Minutes of the Staffing Committee Meeting held on 12th January 2018, which had been circulated with the Agenda, be confirmed as a true record and signed by the Chairman.
- 177.3** It was AGREED that the Minutes of the Grants Working Group Meeting held on 22nd February 2018, which had been circulated with the Agenda, be confirmed as a true record and signed by the Chairman.

178. POLICIES AND PAYMENTS

- 178.1** Councillors B Honess, D Elmer and B Sabberton-Coe were appointed to the Data Protection Committee. Council Chairman and Vice-Chairman were also appointed (currently Councillor J Leggett and M Vincent). Data Protection Committee Terms of Reference were AGREED.
- 178.2** It was AGREED to bring Agenda Item 11.3 forward at this stage. It was AGREED for Councillors to "opt in" to receive agenda packs via email. Councillors D Elmer, A Jackson-Dennis and D King requested agenda packs via email.
- 178.3** Terms & Conditions of Hire of the Pavilion and Terms & Conditions of Hire of the Recreation Ground were AGREED. Councillors requested that sight of child protection policy be requested of organisations where relevant. Booking forms must include Privacy Notice in compliance with GDPR 2018.
- 178.4** The following Council Policies were APPROVED with minor amendments:-
- Data Protection Policy
 - Risk Management Scheme
 - Financial Regulations
 - Standing Orders
 - Bullying and Harassment Policy

179. PLANNING

- 179.1** **20180361**-Single Storey Extension – 13 Colkett Drive, Old Catton, NR6 7ND.

NO OBJECTION.

20180389-Two & Single Storey Rear Extension – 42 The Paddocks, Old Catton, NR6 7HJ.

NO OBJECTION.

20180381-Single Storey Rear Extension & Raised Terrace – 2 Beeches Close, Old Catton, NR6 7DQ.

NO OBJECTION.

20180480-Two Storey Side & Rear Extension – 115 Constitution Hill, Old Catton, NR6 7RN.

NO OBJECTION.

179.2 **20180412**-Beeston Park, Land North of Sprowston and Old Catton - Details for Condition 21 – Site-Wide Design and Sustainability Code.

NO OBJECTION to Code. Planning Committee proposed Council response highlighting Old Catton Neighbourhood Plan. Response was AGREED

179.3 **20180443**- Buxton Road Application for Approval for Reserved Matters

RECOMMEND REFUSAL

179.4 There were no other planning matters.

180. PROPERTY AND RESPONSIBILITIES

180.1 It was AGREED that Councillors B Sabberton-Coe and B Palmer would remain the Council representatives as Trustees on the Old Catton Village Hall Management Committee for 2018/19.

180.2 Councillor J Leggett reported that the launch of Repton Anniversary Centenary on 23rd March had gone well. Also the Repton Exhibition at Hayman Lodge over the weekend 24th/25th March had been well attended.

181. STREET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS

181.1 It was AGREED to obtain comparative quotes for the replacement street light at Garrick Green.

181.2 It was noted that Councillor B Leggett had completed works to the benches near the Cat & Barrel on Church Street. Council thanked Councillor B Leggett.

182. Date of next meeting was noted.

183. Date of Annual Parish Meeting on 17th May 2018 at 7.30pm at the Church Hall, Blacksmiths Way, Old Catton was noted.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.45pm.

Chairman, 14th May 2018