

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT 7.00 P.M. ON MONDAY 9<sup>th</sup> NOVEMBER 2015**  
**AT THE PAVILION, CHURCH STREET, OLD CATTON**

**PRESENT:** Mr J Arnott                      Mrs A Chandler                      Mr I Chapman  
Mrs L Fawke                      Mr B Honess                      Mr B Leggett  
Mr B Palmer                      Mr B Sabberton-Coe                      Mr R Tovell  
Mr M Vincent                      Mrs J Williams                      Miss P Wilkin

Norfolk County Councillor Mrs J Leggett  
Broadland District Councillor Mr K Leggett  
Broadland District Councillor Mrs K Vincent  
Norfolk Constabulary, PC K Lambert  
5 residents

**105. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillor Crisp due to a holiday commitment.

**106. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**

Interests were declared as follows –

Mr B Leggett, Mr B Palmer and Mr B Sabberton-Coe - Village Hall Management Committee.

Mr M Vincent – Item 8.

Mr B Honess – Item 8 – Planning Application 20151733

**107. MINUTES OF THE MEETING OF 12.10.2015**

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

**108. MATTERS ARISING**

108.1. The Clerk stated that she had spoken with Broadland District Council regarding an Emergency Plan for Old Catton and was advised to produce a plan specific to our parish. The Clerk to work on this for consideration at a future meeting.

The Clerk stated that she is still awaiting quotations with regard to the erection of solar panels to the Pavilion roof. These will be bought to the next meeting.

**109. PUBLIC DISCUSSION**

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

PC K Lambert reported on recent crime figures for the Parish, a copy of which is attached to the official minutes. It was noted that there has been some recent vandalism to play equipment at Lavaré Park and has been given a crime number. Episodes of anti-social behaviour at the pond in Parkside Drive is still ongoing. These two areas are to remain a priority.

Broadland District Councillor K Leggett reported that no further plans have been submitted to Broadland for the development at Dixons Fold, thus meaning that the original planning application remains. He stated that he had spoken to the officer in charge of emergency planning at Broadland and that he had passed all the information onto the Clerk. He also stated that he would be chairing the Annual Town and Parish Meeting on Thursday 12<sup>th</sup> November 2015. He gave an update on the Beeston Park development, formerly known as Beyond Green, and urged the Parish Council to have a meeting with the developers. He gave an update on the Community Right to Bid with regard to the Maids Head Public House. He also gave an update on recycling credits for Catton Park Trust. Concerns were raised regarding the household items being put in the clothing banks at Morrisons. It was agreed that the Clerk would put some signs up.

Councillor Chapman entered the meeting at this point of the proceedings

Broadland District Councillor Karen Vincent also gave an update on the Beeston Park development in particular, highlighting her concerns with regard to traffic impact. Broadland is in the process of reviewing its medium term plan. It is also working with other councils on a devolution agenda to share services and cut costs. The pest control service is now outsourced as a result of working with Kings Lynn and West Norfolk Borough Council.

Norfolk County Councillor Judy Leggett gave a report, a copy of which is attached to the official minutes. She stated that the request from the Parish Council for the word SLOW to be painted on the road either end of the terraced houses in Church Street will be completed soon. She gave an update on the NDR and hoped that works will commence immediately.

A local resident made comment on the hedge on Spixworth Road outside the allotments. This is being dealt with by the Allotment Association. It was also noted that some notices in the notice boards in the Parish are out of date. The Clerk's office to deal with this.

The meeting resumed.

## **110. FINANCE**

### **110.1. Payments and receipts**

It was AGREED that the list of payments and receipts, with vouchers 334 to 371 in the financial year ending 31.3.2016 with expenditure of £12,680.89 and income of £1,730.00, be approved. It was also AGREED that all finance paperwork will be sent with the agenda pack from now on. The Clerk and Vice-Chairman to look at the budget to see if there is any way of simplifying it.

## **111. PLANNING**

### **111.1. 20151728-Install the 'Schrijver' System which consists of a number of 'elements' installed into the brickwork at 500mm intervals at approx.. 300mm above ground level-12 Grange Close, Old Catton, NR6 7DH.**

NO OBJECTION

**20151733**-Demolition of the existing buildings and erection of 7no. dwellings (including one shared ownership tenure property), alterations to existing vehicular access and formation of two vehicular access points, associated garaging, car parking, private amenity space, landscaping and ancillary infrastructure works-Repton House, Parkside Drive, Old Catton, NR6 7DP.

NO OBJECTION in principle although the Council does have the following concerns: -

- Will the properties be leasehold or freehold?
- As the site is in the conservation area what is the developer's intentions with regard to the trees in the blue outline? Will this be part of the site to be managed and maintained? If so, who will be responsible the house owners or a management company?
- If the boundaries of the houses are to be fenced off this will make the blue area inaccessible.
- Who will be responsible for managing and maintaining the open spaces in the development and will this expense be placed on the home owners?

### **111.2.** The Clerk stated that temporary planning permission has been granted for the storage container at Church Street Recreation Ground until 29<sup>th</sup> October 2020.

Councillor Malcolm Vincent also gave an update on the Beeston Park development.

## **112. NEIGHBOURHOOD PLAN**

### **112.1.** A progress report on the Neighbourhood Plan was received and noted, a copy of which is attached to the official minutes. Shaun and Karen Vincent were thanked for all their efforts and hard work on this project.

## **113. CHURCH STREET RECREATION GROUND**

### **113.1.** The Clerk stated that she had been in contact with Norse with regard to flailing the hedge on the boundary with Garrick Green. This can be done for £110.00 plus VAT. This quote was AGREED to.

### **113.2.** Quotations for purchasing a grass maintenance system for the Bowls Green and Cricket Pitch were considered. It was AGREED to proceed with the quote from Ben Burgess for a Dennis mower at £4,650.00 plus VAT. This quote includes a three year warranty.

**114. LAVARÉ PARK**

114.1. It was noted that the car park needs clearing of leaves and weeds.

The Clerk stated that the play area had been subject to some vandalism. She has contacted Wicksteed who will come out and fix the equipment.

Councillor Arnott stated that he was still awaiting a response from Greenway Ecological with regard to the installation of an information board about the wildflowers.

**115. CEMETERY AND CHURCHYARD**

115.1. Councillor Leggett stated that the Churchyard was in good order however, the hawthorn hedge with the oak tree in needs tidying up. The Groundsman to do this.

Councillor Tovell stated that the stonemason has been in contact and would be arranging a meeting to inspect the headstones at the end of the month. Councillor Tovell to meet with Mr J Martin regarding the marking of future graves.

The Clerk stated that she has received one quotation for the re-kerbing of the roundabout. Two further quotes still to be obtained.

**116. WAR MEMORIAL**

116.1. Councillor Mrs Williams stated that the War Memorial was in good order although the re-varnishing of the benches were still outstanding.

All those involved in the delivery of Remembrance Sunday were thanked for their efforts and hard work.

**117. BUS SHELTERS**

117.1. It was noted that the Bus Shelters were all in good order.

117.2. The report from the Deputy Clerk was considered. It was noted that planning permission for the bus shelter in Lodge Lane opposite The Paddocks and outside Morrisons in The Paddocks has been approved. Highways would not approve the bus shelter on St. Faiths Road opposite Appleacres due to the width of the pavement. Quotations have been obtained and it was AGREED to proceed with the quote from Queensbury Shelters Ltd as a cost of £10,140 plus VAT with an additional £720.00 for seating. It was noted that this quote is for three shelters and therefore it was AGREED to pursue planning permission for a bus shelter in White Woman Lane. The Deputy Clerk to pursue a grant application to Norfolk County Council for 75% funding toward the bus shelters.

**118. VILLAGE HALL**

118.1. It was noted that the Village Hall was in an excellent condition and a real asset to the Village.

**119. STREET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS**

119.1. It was noted that there are lots of fallen leaves on the pavements within the Parish. The Clerk stated that the sweeping of pavements is the responsibility of Broadland District Council.

The drain cover at the bottom of George Hill is broken and needs attention.

It was AGREED that Councillor Honess would take on Councillor Chandler's area of responsibility.

The Clerk stated that she was still waiting to hear back from some councillors with regard to the street light inspection report from T T Jones Electrical Ltd.

It was noted that the Parish Rangers will be visiting the Parish week commencing 28<sup>th</sup> December 2015. Any items for the Rangers to be given to the Clerk by 20<sup>th</sup> November 2015.

**120. CATTON PARK**

120.1. The Clerk stated that for the first six months of obtaining recycling credits has seen an income of £1,137.00. A grant of £1,100.00 has been received from Natural England for the school visits that have taken place at the Park. The Trust is looking at alternative funding such as green tokens at nearby supermarkets.

General autumn maintenance has been taking place at the Park along with reviewing the Hayman Lodge bookings and access.

Various small scale events that are in keeping with the Park such as Birds of Prey displays etc are being looked at for next year.

The Chairman gave an update on a possible loan from Broadland District Council's CIL Fund to carry out necessary works at the Park. It was AGREED that the Parish Council would apply for a loan of £38,000 over a five year period.

**121. CORRESPONDENCE**

- 121.1. NCC re. Minerals Site Specific Allocations DPD. Any comments to be given to the Clerk by 7<sup>th</sup> December 2015.
- 121.2. NCC re. Re-imaging Norfolk-Strategic and Financial Planning 2016/19. Any comments to be given to the Clerk by 7<sup>th</sup> December 2015.
- 121.3. BDC re. Premises Licence Variation at Morrisons. Noted.

**122.** It was AGREED that the report from Councillor Crisp regarding Youth Engagement in Old Catton be deferred until the meeting in December when Councillor Crisp is present.

**123.** Councillor Arnott reported on a recent meeting of the Airport Consultative Committee, a copy of the report is attached to the official minutes.

**124. MATTERS FOR FUTURE MEETINGS**

Any matters for future meetings to be given to the Clerk.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.50pm.

Chairman, 14<sup>th</sup> December 2015