

OLD CATTON PARISH COUNCIL
MINUTES OF THE ANNUAL COUNCIL MEETING
HELD AT 7.00P.M. ON MONDAY 12th MAY 2017
AT THE PAVILION, CHURCH STREET, OLD CATTON

PRESENT: Mr J Arnott Mrs A Chandler Mr P Crisp Mr D Elmer
Mrs L Fawke Mr B Honess Mr B Leggett Mrs J Leggett
Mr B Palmer Mr B Sabberton-Coe Mr R Tovell Mr M Vincent
Miss P Wilkin

Norfolk County Councillor and Broadland District Councillor Mrs K Vincent
1 Residents

1. ELECTION OF CHAIRMAN OF THE PARISH COUNCIL AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

It was AGREED that Councillor B Sabberton-Coe be appointed as Chairman of the Parish Council for the ensuing year. He signed the Declaration of Acceptance of Office.

2. ELECTION OF VICE CHAIRMAN OF THE PARISH COUNCIL

It was AGREED that Councillor P Crisp be appointed as Vice Chairman for the ensuing year.

3. APOLOGIES FOR ABSENCE

No apologies from Parish Councillors were received as all were present. Apologies were however received from Broadland District Councillor K Leggett.

4. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

Interests were declared as follows –
Councillors B Leggett, B Palmer and B Sabberton-Coe - Village Hall Management Committee.

5. MINUTES OF THE MEETING OF 10.04.2017

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

6. MATTERS ARISING AND ACTION PLAN

An update was given regarding points 99, 114, 120, 125 and 127 of the action plan. Councillor J Leggett stated that the drain at the bottom of George Hill has now been cleared. A question was raised regarding the TROD in Woodham Leas and the fact that some of the material is moving. The Clerk's office to look into this.

7. CLERK'S REPORT

The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. A question was raised regarding the basket swing in the over 9's play area. The Clerk stated that this had been taken down due to health and safety issues. The office is looking into a replacement for it and will bring this to the council for consideration as soon as possible.

It was noted that the goal mouth at the top of the Recreation Ground in Church Street will be re-seeded after the May half term and will therefore be taped off for a period of time.

8. COMMITTEES AND OUTSIDE BODIES FOR 2017/2018

The committees and outside bodies for 2017/2018 were considered and APPROVED, a copy of which is attached to the official minutes.

9. PUBLIC DISCUSSION

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

As the Police were not present the Clerk distributed the Norfolk Constabulary Newsletter for April 2017, a copy of which is attached to the official minutes.

Norfolk County Councillor and Broadland District Councillor K Vincent thanked all those that voted for her in the recent County Council election. She also gave a brief update regarding the annual meeting of both County and District Councils.

Councillor J Leggett gave a brief update on the opening of Repton Avenue and Hurricane Way.

A local resident stated that the street light outside 55 The Warren continues to burn all day long.

The meeting resumed.

10. FINANCE

- 10.1. It was AGREED that the list of payments and receipts, with vouchers 19 to 69 in the year ending 31.03.2018 with expenditure of £65,327.30 and income of £99,588.12 be approved. A comparison of income and expenditure and bank reconciliation was noted.

11. PLANNING

- 11.1. **20170644**-Two storey side extension-32 Lindley Close, Old Catton, NR6 7LL.
NO OBJECTION
20170657-Single storey extension of south elevation-1 The Stables, 46 Spixworth Road, Old Catton, NR6 7NF.
NO OBJECTION
20170633-Timber building for purposes incidental to Holiday House-Holiday House, Church Street, Old Catton, NR6 7DJ.
RECOMMEND REFUSAL
20170550-Single storey rear extension-247 St. Faiths Road, Old Catton, NR6 7AP.
NO OBJECTION
20170578-Replacement garage-2 Kiln Close, Old Catton, NR6 7HZ.
NO OBJECTION
- 11.2. Correspondence from Broadland District Council regarding receiving all consultations on planning applications electronically with immediate effect was considered. It was AGREED to reply positively.
- 11.3. There were no other planning matters.

12. PROPERTY AND RESPONSIBILITIES

- 12.1. It was noted that the War Memorial was in good order however, some sweeping under the benches was needed.
- 12.2. It was noted that the bus shelters were in good order.
- 12.3. It was noted that the Churchyard was in good order. A discussion took place regarding correct procedures when councillors undertake voluntary work on council owned property. It is noted that following this discussion Councillor Honess has withdrawn his voluntary services to the Churchyard.
- 12.4. It was noted that the Cemetery was in good order. The grass on the roundabout is in need of attention. There are some loose bricks and weeds on the corner of the entrance to the Cemetery. The Clerk to deal with this.
The Clerk stated that she had received correspondence from Anglian Water with regard to some works on a hedge owned by the Council upon further investigation it was highlighted that this piece of hedge was now owned by an individual and the Clerk passed this on accordingly.
- 12.5. It was noted that Lavaré Park was in good order.
- 12.6. Councillor Miss Wilkin gave a brief update from Old Catton Junior Football Club and stated that all was in good order.
- 12.7. It was noted that Church Street Recreation Ground was in good order.

13. POLICIES AND PROCEDURES

- 13.1. Receipt of the 2017 Good Councillor's Guide was confirmed.
- 13.2. Receipt of the 2016 guide for Being a Good Employer was confirmed.
- 13.3. Receipt of the 2017 guide to publicity during the pre-election period was confirmed.
- 13.4. The adoption of the Community Emergency Plan for Old Catton was considered and APPROVED. It was noted that Councillors Crisp, Honess and Palmer would volunteer their services as well. The Deputy Clerk was thanked for all her hard work on this project.

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

- 14.1. The following matter was reported as needing attention: -
- The hedge on the left-hand side from Lodge Lane to Morrison's needs trimming back. The Clerk's office to report this to Highways.
- 14.2. An update regarding SAM 2 was given and the latest report is attached to the official minutes.
- 14.3. Correspondence from District Councillor Vincent regarding a resident's request for an additional street light in Westacre Drive was considered. It was AGREED that following a previous review of an additional street light in this area the Council's resolution not to install an additional street light remained.
- 14.4. The report from the Deputy Clerk regarding installation of a bench at Swansgate was considered. It was AGREED that the Clerk's office seeks a bench to the value of £300. Broadland District Council to be asked to contribute 50% toward the cost of this bench.
- 14.5. Correspondence from the Environment Agency regarding surface water flooding in Old Catton was received. It was AGREED that a meeting be organised with Norfolk County Council, Environment Agency, Mr Buxton, District Councillor K Leggett and Norfolk County Councillor K Vincent.

15. CORRESPONDENCE

- 15.1. An invitation to Campaign to Protect Rural England Norfolk's Campaign Alliance Meeting on Wednesday 19th July 2017 from 7.15pm at the United Reformed Church, Princes Street, Norwich was received. Any councillor wishing to attend the meeting to inform the Clerk.
- 15.2. The report from Sprowston Youth Engagement Project (SYEP)-Old Catton Teen Café was received and noted, a copy of which is attached to the official minutes.
16. The latest report from the Airport Consultative Committee will be deferred until the June Council Meeting.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.30pm.

Chairman, 12th June 2017