

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT 7.00P.M. ON MONDAY 12<sup>th</sup> JUNE 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 R Tovell Mr M Vincent Miss P Wilkin

Norfolk County Councillor and Broadland District Councillor Mrs K Vincent  
Broadland District Councillor Mr K Leggett  
PCSO S Downes, Norfolk Constabulary  
1 Resident

**17. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillor Mr Sabberton-Coe due to a holiday commitment.  
Councillor Mrs J Leggett was due to arrive later due to another engagement.

**18. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS**

Interests were declared as follows –  
Councillors B Leggett and B Palmer - Village Hall Management Committee.  
Councillors B Leggett and J Leggett – Old Catton Society  
Councillors B Leggett, J Leggett and B Palmer – Old Catton Twinning Association

**19. MINUTES OF THE MEETING OF 08.05.2017**

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

**20. MATTERS ARISING AND ACTION PLAN**

An update was given regarding points 99, 114, 125, 131, 132, 135, 136 and 141 of the action plan.

**21. CLERK'S REPORT**

The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. A further update was given regarding the fence and gate erected on the boundary of the Recreation Ground.

**22. PUBLIC DISCUSSION**

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

PCSO S Downes gave a report on the crime figures for May 2017, a copy of which is attached to the official minutes. He stated that just before the meeting had commenced he had attended the play area at Lavaré Park as there had been a fire incident. The Clerk and Councillor Arnott to look into this.

Norfolk County Councillor and Broadland District Councillor K Vincent stated that due to the general election there was not the usual business at both County and District Council. She had however been dealing with local issues which range from housing to highways. She also gave a detailed update on her meeting with Chris Mayes, Highways Engineer for Old Catton. She also welcomed suggestions for locations of future monthly surgeries.

Councillor J Leggett entered the meeting at this point of the proceedings

District Councillor K Leggett had nothing to report but did state that District Councillor S Dunn and himself host surgeries at Morrisons.

The meeting resumed.

### **23. FINANCE**

23.1. It was AGREED that the list of payments and receipts, with vouchers 70 to 124 in the year ending 31.03.2018 with expenditure of £15,678.23 and income of £5,670.60 be approved. A comparison of income and expenditure and bank reconciliation was noted.

The Clerk explained the situation with regard to CIL payments been allocated against the CIL loan that the Parish Council has with BDC and it was RESOLVED to write to BDC requesting that all future CIL money be automatically allocated to the loan until the loan and any interest owed is paid in full.

23.2. The recommendations from the Grants Working Group for allocation of grant money was considered and APPROVED. A copy of which is attached to the official minutes.

### **24. PLANNING**

24.1. **20170733**-Two storey rear extension and replacement porch-48 Eastwood Lodge, Spixworth Road, Old Catton, NR6 7NF.

NO OBJECTION

**20170739**-Detached dwelling (revised proposal)-Plot 9-Reserved matters application following outline approval 20141955)-Plot 9, St. Faiths Road, Old Catton, NR6 7BW.

RECOMMEND REFUSAL

Councillor B Leggett and J Leggett requested that their vote against this recommendation be recorded.

**20170790**-Single storey side/rear extensions, rear raised deck & other alterations-12 Lancaster Close, Old Catton, NR6 7BD.

NO OBJECTION

**20170895**-Single storey extension to the rear and side-2 Chase Close, Old Catton, NR6 7AR.

NO OBJECTION

**20170633**-Timber building for purposes incidental to Holiday House (Amended Plans)-Holiday House, Church Street, Old Catton, NR6 7DJ.

24.2. The Clerk reported that a planning application for a first-floor extension and single storey rear extension at 24 The Paddocks (application number 20170690) had been received and an extension to the deadline for comment had been requested and declined. She had therefore contacted the planning committee for its views and had sent a response of no objection to Broadland District Council.

24.3. The Council's draft response to the Broadland Neighbourhood Plans Survey 2017 was considered and APPROVED.

### **25. PROPERTY AND RESPONSIBILITIES**

25.1. It was noted that the War Memorial was in good order however, some sweeping under the benches was needed.

25.2. It was noted that the bus shelters were in good order.

25.3. It was noted that the Churchyard was in good order. The report from the Deputy Clerk regarding installation of a gate was considered. It was AGREED that a further letter be sent to Revd. Parsons providing further details of the council's proposal.

25.4. It was noted that the Cemetery was in good order. The report from the Clerk regarding cemetery fees was considered. It was AGREED that one fee for both residents and non-residents be implemented and a copy of the approved fees is attached to the official minutes. Councillor Elmer requested that his vote against this resolution be recorded.

The report from the Clerk regarding purchase of a wheelie bin and erection of compound for the bin was considered and APPROVED.

25.5. It was noted that Lavaré Park was in good order. Councillor Arnott gave an update on the Wildflower Meadow. It was AGREED that after 16<sup>th</sup> July 2017 the area should be cut and material taken to Catton Park. The Warden of Catton Park and City College Volunteers to carry out this work.

25.6. Councillor Miss Wilkin gave a brief update on the sports groups. She made comment on the excellent organisation of the five-a-side tournament at Lavaré Park over the weekend. It was AGREED that the Clerk sends a letter of congratulations.

25.7. It was noted that Church Street Recreation Ground was in good order. The Clerk stated that re-decoration of the Pavilion would take place in late August. She also stated that there had been some anti-social behaviour of late but she had informed the Police whom are making regular spot checks after hours.

**26. POLICIES AND PROCEDURES**

- 26.1. Details of training provided by Norfolk Association of Local Councils was distributed and noted.
- 26.2. It was RESOLVED that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.
- 26.3. It was confirmed that Old Catton Parish Council has the necessary criteria in and place and prepared to apply for Quality Award under the Local Council Award Scheme.
- 26.4. It was considered and AGREED to add details of Village Organisations to the Parish Council Website. It was noted that there would be a small charge for this as the website developer would need to build the page.

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

- 27.1. Councillor Arnott highlighted various items of concern that he had raised with the Clerk. The Clerk stated that these items have been forwarded to Highways for action. It was AGREED that with the next Village Tidy Up designated sites should be highlighted.
- 27.2. An update regarding SAM 2 was given and the latest report is attached to the official minutes.
- 27.3. The report from the Clerk regarding installation of an additional notice board was considered. It was AGREED to produce a future project list for the 2018/2019 project and that this item be part of that project list.

**28. CORRESPONDENCE**

- 28.1. Office of the Police & Crime Commissioner for Norfolk re. Police and Crime Plan. Noted. It was AGREED that in future items such as this can be sent to councillors electronically rather than be an agenda item.
  - 28.2. Broadland District Council re. Overview & Scrutiny Committee Annual Report 2017. Noted. It was AGREED that in future items such as this can be sent to councillors electronically rather than be an agenda item.
29. It was noted that there is no up to date report from the Airport Consultative Committee.
30. The date of the Extraordinary Council Meeting was noted as being Monday 26<sup>th</sup> June 2017 at 6pm.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.46pm.

Chairman, 10<sup>th</sup> July 2017