

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00P.M. ON MONDAY 11TH JUNE 2018
AT THE PAVILION, CHURCH STREET, OLD CATTON

PRESENT: Mrs A Chandler Mr D Elmer Mrs L Fawke
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
Broadland District Councillor Mr K Leggett
2 Residents

19. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors B Honess and P Wilkin who were absent due to holiday commitments and Councillors D King and A Jackson-Dennis due to illness.

20. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

Interests were declared as follows –
Councillor B Sabberton-Coe – Old Catton Cricket Club.

21. MINUTES OF THE MEETING OF 14.05.2018

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

22. MATTERS ARISING

There were no matters arising.

23. PUBLIC DISCUSSION

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

As the Police were not present a written report for May was circulated, a copy of which is attached to the official minutes.

Broadland District Councillor Ken Leggett highlighted two points on the Clerk's Report – Norfolk Day (27th July); Councillor K Leggett stated that he was very pleased the Parish Council were supporting this worthy event, and Community-Led Planning at Broadland District Council (21st June); Councillor K Leggett encouraged Councillors to attend the Broadland District Council event and felt that it would be very worthwhile. Councillor K Leggett gave an update on recycling – 7.79tons of glass and paper had been collected in May; the highest weight so far this year. This is an income of approximately £300 that will go to Catton Park. Councillor K Leggett also reported that the verge along Oak Lane from Spixworth Road was in need of cutting.

Norfolk County and Broadland District Councillor Karen Vincent stated that she had called the Beeston Park planning application into the Planning Committee. Councillor Vincent plans to hold an exhibition in Old Catton to raise awareness of the planning applications and the impact to the residents. The date proposed (not yet confirmed) is 21st July. Councillor Vincent would also like to have a stall at the Norfolk Day. Councillor Vincent highlighted that Norfolk County Council are looking to boost the number of firefighters in Norfolk and there are currently taster sessions being held. Details can be found on the Norfolk County Council website (<https://www.norfolk.gov.uk/news/2018/06/taster-sessions-for-potential-new-whole-time-firefighters>). Councillor Vincent stated that the contract at the Mile Cross Recycling Centre comes to an end in 2020 and there is to be a public consultation to establish what the public would like to see at the new recycling centre. The consultation runs from 8th June until 27th July via the Norfolk County Council website - <https://www.norfolk.gov.uk/rubbish-recycling-and-planning/rubbish-and-recycling/find-your-local-recycling-centre>.

A resident stated he was concerned with a garden wall and overgrowing plants of a private residence in Swansgate. The wall is falling down and the resident is concerned users of the pavement may be injured if it falls further. Broadland District Council had visited previously and dealt with the overgrowing plants but the problem remained and the path was being blocked. It was agreed that the Council would report the problem to Broadland District Council. A resident expressed concern with vehicle parking on Lodge Lane particularly during school drop off/pick up. There was a particular problem opposite Swansgate; cars parked on the junction causing visual obstruction. The resident was asked to report all parking instances to the Police via 101. A resident stated that the path along Spixworth Road from Burma Road to the War Memorial was very overgrown and it was difficult to stand at the bus stop. The Clerk said that she would ask the Groundsman to cut back the vegetation.

The meeting resumed.

24. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. It was AGREED that the income received from the auction of the Parish Council's Wheelbarrow (£20) would be used towards the cost of the new WWI Memorial benches and bins. Councillors noted that tennis courts would now be available by pre-booking only during the evenings and weekends and requested that the Clerk's office produce a procedure for the opening of the courts should they be booked.

25. COMMITTEES AND OUTSIDE BODIES FOR 2018/19

The Committees and Outside Bodies for 2018/19 were considered and APPROVED, a copy of which are attached to the official minutes.

26. Mrs Annette Palmer was confirmed as Administration Officer to the Council.

27. Ms Sarah Vincent was confirmed as Clerk to the Council.

28. FINANCE

- 28.1 It was AGREED that payments schedule, with vouchers 047 to 094, up to 5th June 2018 be APPROVED.
- 28.2 The list of regular payments made by Direct Debit or BACs were noted and AGREED.
- 28.3 The income and expenditure account for year ending 31st March 2018 and balance sheet for year ending 31st March 2018 were received and APPROVED.
- 28.4 It was AGREED to adopt the recommendations of the Final Internal Auditors Report.
- 28.5 It was AGREED to appoint Auditing Solutions as the Council Internal Auditors for the 2018/19 Financial Year.
- 28.6 It was AGREED that Section 1 of the Annual Return (Annual Governance Statement) 2017/18 be APPROVED.
- 28.7 It was AGREED that Section 2 of the Annual Return (Account Statement) 2017/18 be APPROVED.
- 28.8 It was AGREED to adopt National Pay Scales for 2018/19.
- 28.9 It was AGREED to transfer funds from Parish Partnership budget heading to War Memorial budget heading to match fund payment of WW1 memorial benches and bins.
- 28.10 Quotation for the installation of CCTV at the Recreation Ground at a cost of £2,104.20 (excluding VAT) was AGREED. Councillors Sabberton-Coe and Tovell requested that it be recorded that they abstained from voting as they disagreed with the Recreation Ground being unsupervised.

29. POLICIES AND PROCEDURES

- 29.1 With amendment to paragraph 2 the Minutes of the Meeting of Planning Committee on 5th April 2018 were APPROVED.
- 29.2 Calendar dates of Council Meetings for 2018/19 were AGREED.

30. PLANNING

- 30.1 **20180770** – Detached Dwelling – Plot 7, St Faiths Road, Old Catton.
RECOMMEND REFUSAL.
- 20180803** – Single Storey Rear Extension – 13 Louis Close, Old Catton, NR6 7BG
NO OBJECTION.
- 20180762** – Single Storey Side/Rear Extension & Conversion of Garage/Utility – 102 Spixworth Road, Old Catton, NR6 7NG.

NO OBJECTION.

20180736 – Single Storey Rear Extension – 52 Oak Lane, Old Catton, NR6 7DD.

NO OJECTION.

20180872 – Single Storey Front and Rear Extensions – 192 Spixworth Road, Old Catton, NR6 7EQ

NO OJECTION.

20180708 – Reserved Matters Applications for Phase One Strategic Infrastructure – Land to North of Sprowston and Old Catton, Btn Wroxham Road and St Faiths Road.

RECOMMEND REFUSAL.

30.2 There were no other planning matters.

31. PROPERTY AND RESPONSIBILITIES

31.1 Councillor J Leggett stated that she has been in discussions with PC Nick Roberts regarding incidents around Old Catton. The Police felt there was no requirement to hold a public meeting regarding the incidents. Residents were reminded to report any incidents to the Police via 101. PC Roberts had stated that he was content, should it be requested, to meet with individual residents at the Sprowston Road Police Station if they have any concerns.

31.2 It was AGREED that Old Catton Cricket Club were permitted to cover the cricket strip overnight (Friday-Sunday) to protect against rain. The Council request that Old Catton Cricket Club ensure the covering is stored safely when not in use.

32. STEET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS

An email from Norfolk County Council regarding the Parish Rangers was noted.

33. Date of next meeting was noted.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.15pm.

Chairman, 9th July 2018