

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00P.M. ON MONDAY 12TH NOVEMBER 2018
AT THE PAVILION, CHURCH STREET, OLD CATTON

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

Ms S Vincent (Clerk)
Norfolk County & Broadland District Councillor Mrs K Vincent
Broadland District Councillor Mr K Leggett
1 Resident

85. APOLOGIES FOR ABSENCE

No apologies for absence were received.

86. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

Interests were declared as follows –
Councillor B Sabberton-Coe – Tree Survey Report.
Councillor M Vincent – Staffing

87. MINUTES OF THE MEETING OF 08.10.2018

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

88. MATTERS ARISING

Councillor B Honess confirmed that the SAM2 has now been positioned on St Faith's Road near the junction with Garrick Green. There were no further matters arising.

89. PUBLIC DISCUSSION

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

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Councillor K Vincent expressed concern with the poor condition of the recent resurfacing of Billing Close pavements. Following meetings with Highways contractors were back on site and had completed the new resurfacing of the pavements today (12th November).
- Meeting with the new Highways engineer and the Clerk had taken place on 1st November; items discussed were reported separately in the Clerk's Report.
- Incidents of anti-social behaviour and speeding at Taylors Lane and St Faiths Road had been reported to Councillor K Vincent. This was discussed at a recent Safer Neighbourhood Advisory Panel meeting and was now a priority for the next quarter.
- Norfolk County Council budget planning consultation is ongoing and proposals will be debated this month.
- Councillor K Vincent highlighted that Lorne Green, Norfolk Police and Crime Commissioner will not be standing for re-election in 2020. Councillor K Vincent reiterated that Norfolk County Council are opposed to the PCC taking on the running of the fire service.
- Repton Avenue: planning application will now go to Committee for consideration in January 2019 following new application for the removal of Condition 27 from the planning application.

- Chartwell Road/Spixworth Road junction: Councillor K Vincent continues discussions with Highways regarding the junction.

Broadland District Councillor Ken Leggett reported:

- Greater Norwich Local Plan public consultation is open. Further information can be found via the website www.gnlp.org.uk.
- Broadland District Council have successfully bid for £3.1m from the National Grid's Warm Homes Fund to create Norfolk's Warm Homes Fund Partnership. Residents may be eligible for funding if they reach certain criteria; more information can be found on Broadland District Council's website.
- Trevor Holden has been appointed Joint Managing Director of Broadland District Council and South Norfolk Council and is due to take up the position on 2nd January 2019.
- Glass recycling for October was 6 tons which is approximately £321.00 net. Councillor K Leggett thanked the public for continuing to use the recycling bins and supporting Catton Park.

As the Police were not present at the meeting written reports for September and October were circulated, copies of which are attached to the official minutes. Councillor J Leggett gave an explanation of the criminal damage incidents. Minutes of the Safer Neighbourhood Action Panel meeting on 22nd October were circulated and noted. Letter from PC Nick Roberts for residents regarding reporting problems in their area was noted. The letter will be included in the next Newsletter.

A resident commented that the new bus shelter on White Woman Lane was very good but that users of these bus stops were leaving cigarette butts on the floor of the shelters. The resident asked if the marking of the step at Lovett Close/Brayfield Way had moved forward. The Clerk confirmed that Highways would be adding a white line to the step. Councillor Tovell asked if Highways would consider replacing the step with a slope for easier disabled usage. The Clerk agreed to contact Highways to discuss.

The meeting resumed.

- 90.** The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. It was AGREED that M & J Gall would remove the broken exercise equipment. The Clerk was asked to obtain quotes for x3 new pieces of exercise equipment – S106 funds would be used to finance this. Clerk was asked to obtain quotes for installing concrete/asphalt at the Lavare Park kissing gates where the ground has become worn and waterlogged. The Clerk confirmed that the Office would check works to remove weeds had been sufficiently carried out. Councillors AGREED that the new benches and bins at the War Memorial looked good and that positive comments about them had been received following the wreath laying at the War Memorial as part of the Remembrance Sunday Service on 11th November.

91. FINANCE

- 91.1 Bank reconciliation as at 31st October 2018 was noted. Bank balances were not provided and therefore not agreed. It was AGREED that the Clerk would email bank balances to all members, approval would be confirmed at next full Council meeting. It was AGREED that the payments schedule with vouchers 267 to 326 be APPROVED.
- 91.2 It was AGREED that the Clerk would obtain a report on the condition of the current mower, the extent of any works required to be carried out and the cost. Clerk to ascertain whether better value for money in the long-term is to trade machine in and purchase a new one. Report to be obtained on Groundsman's exact requirements and which machine best meets these.
- 91.3 Current expenditure and overspend against street lighting budget was noted. Purchase of new street light at The Paddocks (currently being investigated as insurance claim) was AGREED.

- 91.4 Administration Officer's attendance at NPTS course Induction Training for Clerks and Councillors on 13th and 20th November was AGREED.
- 91.5 Clerk's attendance at NPTS course Preparing for the 2019 Elections on 15th January 2019 was AGREED.
- 91.6 Clerk's attendance at NPTS course Internal Auditor on 29th January 2019 was AGREED.

92. PLANNING

- 92.1 20181685 – Single Storey Front and Rear Extensions, 18 The Warren, Old Catton, NR6 7NW
NO OBJECTION.
- 20181612 – Raise Eaves and Ridge and Add Single Storey Rear Extension, 23 Three Corner Drive, Old Catton , NR6 7HA
NO OBJECTION.
- 20181798 – Variation of Condition 2 of Planning Permission 20170739 (Phase 9) – Revised Design; Plot 9, St Faiths Road, Old Catton, NR6 7BL.
NO OBJECTION.
- 20181766 – Removal of Condition 27 of Planning Permission 20141955 – Land at St Faiths Road, Old Catton.
RECOMMEND REFUSAL.
- 92.2 There were no other planning matters.

93. PROPERTY AND RESPONSIBILITIES

- 93.1 Councillor P Wilkin gave a verbal report following the Sports Committee Meeting on 29th October. It was AGREED that Clerk would investigate using S106 money for floodlighting on tennis courts for use by netball during the winter months, and for the installation of water supply to outside of bowling hut for use by bowls clubs.
- 93.2 Councillor A Chandler gave a verbal report following the Allotment Holders Meeting on 6th November. It was AGREED that Clerk would investigate using S106 money for moving of the entrance gate and increasing visibility splay.
- 93.3 Councillor B Sabberton-Coe asked the Clerk to confirm that all boundaries at Lavare Park were the responsibility of the Council. It was AGREED that, subject to Lavare Park boundary, all recommended High and Medium Priority work be carried out to the trees at Lavare Park and Recreation Ground at a cost of £2,710 (excluding VAT). Permission was granted to resident to have branches removed from x2 trees at the Recreation Ground that were causing aerial reception problems for his property.

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

- 94.1 Quotes for proposed trod as part of Parish Partnership Scheme had been received. Pathway would be 130m in length and would cost £22,600 (of which the Council would pay 50%). It was AGREED that there were insufficient funds for this project. It was AGREED that a Parish Partnership application for the installation of x2 bollards outside Old Catton Junior School to prevent pavement parking at the crossing, at a cost of £140 each would be submitted. Proposal from Councillor K Vincent was received following resident suggestion at a recent Safer Neighbourhood Advisory Panel meeting – Councillor K Vincent was looking into the possibility of installing a pedestrian crossing at the traffic lights at North Walsham Road/George Hill/School Lane junction. Councillor K Vincent had discussed this with Highways and is awaiting quote and feasibility report. Councillor K Vincent requested Council consider match-funding this project as part of the Parish Partnership Scheme. It was AGREED to consider application for Parish Partnership funding towards this project, subject to costing. It was AGREED to receive information via email however Extra-Ordinary Council Meeting would be called for Council decision prior to Norfolk County Council application deadline of 7th December.
- 94.2 Councillors discussed the street lighting defect list provided by TT Jones Electrical Ltd. The Clerk's Office and Councillor R Tovell had inspected all the lights on the list. It was noted that work to certain street lights had been authorised and paid in February 2018. It was RECOMMENDED and AGREED that no work be carried out at this time with the exception of

those street lights reported as “day burners”. It was also AGREED that the Clerk investigate those street lights highlighted as having had work already carried out.

95. It was RESOLVED that under the Public Bodies (Admissions to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

96. Staffing Committee recommendation were AGREED.

97. DATE OF NEXT MEETING

Date of next meeting was noted as Monday 10th December 2018 at 7pm.

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

Chairman, 10th December 2018

DRAFT