

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00PM ON MONDAY 9TH MARCH 2020
AT THE PAVILION, CHURCH STREET, OLD CATTON

Present: Mr B Sabberton-Coe (Chairman) Mr R Tovell (Vice-Chairman) Mr J Amis
Mrs A Chandler Mr G Crouch Ms Y Gowers
Mr B Honess Mr B Palmer Mr G Tingle
Mr M Vincent Miss P Wilkin

Ms S Vincent
Norfolk County and Broadland District Councillor Mrs K Vincent
Broadland District Councillor Mr K Leggett
PC Graham Gill
1 Resident

111. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor D King due to being unwell and Councillor S Walker due to prior commitments.

112. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no Declarations of Interest.

113. MINUTES OF THE MEETING OF 10.02.2020

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

114. MATTERS ARISING

There were no matters arising.

115. PUBLIC DISCUSSION

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

A report for January with crime statistics was circulated, a copy of which is attached to the official minutes. PC Graham Gill provided crime statistics for Old Catton for February and highlighted a rise in theft from shops, specifically Morrisons.

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Coronavirus: Emergency and Resilience Teams in Norfolk County Council and Broadland District Council are making assessments to ensure essential services continue.
- Parish Partnership Bid 2020/21 for the trod at land off Priors Drive has been approved by Council Cabinet.

- Members Grants: Councillors K Vincent, K Leggett and S Walker had pooled together their grant funding to provide grants to 1) Old Catton Youth Group (part of SYEP) for additional equipment and 2) Garrick Green Infant School to provide cycle racks as part of their Cycle to School project. It was noted that grant request from Hall School did not qualify for the Members Grants; Councillor K Vincent is in discussions with Highways for the possible use of her residual funding towards this project.
- St Faiths Road: flooding at the end of St Faiths Road (near the NDR) continues to be of concern. Discussions with Highways has highlighted a possible solution.
- Chartwell Road/Spixworth Road junction: Video footage of the junction survey is available for Parish Councillors to view if they wish. Repairs to the verge had not been carried out; Councillor K Vincent was chasing this matter.
- St Faiths Road/Fifers Lane junction: Developers had recently met with Norfolk County Council regarding this outstanding Condition. Final plans for the junction design had not been received from the developer.
- Sewell Meadow: complaints had been received that there were too many flagpoles for the development (which had been located on Broadland District Council land). It has been agreed that half the flagpoles (approx. x3) will be removed.
- Greater Norwich Local Plan Consultation: Councillor K Vincent stressed the importance to comment on the local plan consultation with any matters of concern. Deadline for comments is 16th March 2020 and can be accessed via the website – <https://www.gnlp.org.uk/>.

Broadland District Councillor Ken Leggett reported:

- Members Grant: Councillor K Leggett commented that he was very impressed with the work being undertaken by the Old Catton Youth Group (and SYEP) and was very pleased to be support the project.
- Broadland District Council Community Grant: Funding of up to £300 available for non-profit, local community groups. Grant aimed to help communities develop, provide equipment, etc. Deadline for applications is 31st May 2020. More information and how to apply is available via - https://www.broadland.gov.uk/info/200152/your_community/119/community_grants
- Recycling: figure for February had not yet been received.
- Fly Tipping at Morrisons Car Park: Site had now been cleared of all rubbish and was currently clear and tidy. Broadland District Council were still pushing for a site-meeting with the landowner.

A resident reported on the current water level of the Village Pond. Resident stated that the level had dropped approximately a further 4 inches since the last Council meeting. The resident estimated that the current depth of the water was approximately 14/15 inches. A brief discussion was had regarding installing a fiberglass lining, which Councillor G Tingle offered to carry out, appropriate time of year for these works (May/June) and whether there were any remaining fish in the Pond at the moment (due to possible heron). It was agreed that Councillor G Tingle would investigate the Pond further, in conjunction with Catton Park Warden and report back to Council.

The meeting resumed.

116. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. Thanks was given to Councillor B Honess for the mounting and moving of the SAM2.

117. FINANCE

- 117.1. Bank balances as at 29th February 2020 were noted. It was AGREED that the list of payments and receipts, with vouchers 528 to 587 (excluding vouchers 573 to 577 which were to be considered as Item 7.2 of Agenda) on the payments schedule up to 9th March 2020 with expenditure of £17,011.09 and income of £508.59 be APPROVED.
- 117.2. Grants Working Group recommendations for grant allocation was AGREED and vouchers 573 to 577 on payment schedule up to 9th March were AGREED.
- 117.3. Quotes for replacement gym equipment were considered. It was AGREED that Quotation 1, at a cost of £4,262.00 (excluding VAT) was AGREED on the proviso that structural guarantees were ascertained and request for discount was made to company.
- 117.4. Annual subscription to Scribe Accounts at cost of £487.00 (excluding VAT) was AGREED.
- 117.5. Annual subscription to Norfolk Parish Training and Support at a cost of £500.00 (no VAT) was AGREED.
- 117.6. It was AGREED that Councillor G Crouch would carry out independent internal control check.

118. PLANNING

- 118.1. **20200262** – Single Storey Side/Rear Extension – 23 Priors Drive, Old Catton, NR6 7LJ.
NO OBJECTION.
- 20200356** – Two Storey Side Extension and New Drive with Dropped Kerb – 171 Proctor Road, Old Catton, NR6 7EU.
RECOMMEND REFUSAL.
- 20200366** – Single Storey Front Extension – 30 Three Corner Drive, Old Catton, NR6 7HA.
RECOMMEND REFUSAL.
- 20200363** – Erection of Detached Dwelling (revised proposal following approval of application 20170979) – 339 St Faiths Road, Old Catton, NR6 7BL.
NO OBJECTION.
- 118.2. There were no other planning matters.

119. POLICIES AND PROCEDURES

- 119.1. It was confirmed that the following Council Policies and Procedures had been revised and that no amendments had taken place:-
- Grant Award Policy.
 - Community Engagement Strategy.
- 119.2. It was confirmed that the following Council Policies and Procedures had been revised and the minor amendments were approved:-
- Financial Risk Assessment.

- Financial Regulations.
- Standing Orders.
- Five Year Strategic Plan .

119.3. It was AGREED that the Tree Management Policy be adopted.

120. PROPERTY AND RESPONSIBILITIES

120.1. Councillor P Wilkin reported that Old Catton Football Club hoped that electrical work would commence around 3rd/4th April and be completed by end April. Traffic and parking on Austin Way appeared to have calmed down considerably with the only areas of concern being during match cross-over time. Drainage at Lavare had been greatly improved due to company attending regularly to spike the grass. Presentation Evening is on 15th May 2020 and 5-A-Side Tournament is on 6th June 2020 – if any Councillors wished to attend please let Councillor P Wilkin know.

120.2. Councillor B Honess had received a complaint from a disable resident regarding the bus service to Old Catton. Councillor K Vincent reported that she had been compiling data on the bus service and would be submitting it to the bus company soon.

121. DATE OF NEXT MEETING

Date of next Ordinary Meeting was noted as Monday 20th April 2020 at 7pm.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.20pm.

Chairman, 20th April 2020