

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 6.30PM ON MONDAY 12TH JULY 2021
AT THE PAVILION, CHURCH STREET, OLD CATTON

Present: Mr B Sabberton-Coe (Chairman) Mr G Tingle (Vice Chairman) Mr G Crouch
Mr B Honess Mr D King Mr B Leggett
Mr M Vincent Miss P Wilkin

Ms S Vincent
Norfolk County and Broadland District Councillor Mrs K Vincent
Broadland District Councillor Mr K Leggett

28. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors J Amis and Y Gowers due to personal commitments and Councillor A Chandler due to holiday commitments.

29. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no Declarations of Interest.

30. TO RECEIVE APPLICATIONS FOR THE CO-OPTION OF COUNCILLOR FOR THE VACANCY ARISING FROM THE ELECTION PROCESS AND ELECT A MEMBER

Application for co-option was received and considered from Mr T Cooke. Members unanimously voted in favour of Mr T Cooke. Election of Mr T Cooke as Member of the Parish Council was AGREED. Apologies were received and accepted from Mr T Cooke due to holiday commitments.

31. MINUTES OF THE MEETING OF 14.06.2021

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

32. MATTERS ARISING

Item 25.1: Councillor B Honess stated that the proposal regarding planning application FUL/2021/0018 was the agreed proposal of all members of the Planning Working Group. Ms S Vincent informed that only those Members present at a meeting are permitted to vote on a proposal; it was noted that the Planning Working Group objected to the proposal however voting by proxy was not permitted.

Item 20 – Councillor K Leggett’s briefing of the Kickstart Scheme. Councillor D King enquired if the Parish Council were considering taking part in the Kickstart Scheme? Ms S Vincent reported that she had been informed the Scheme was aimed at 16-18 year olds which was too young to use grounds machinery. Councillor D King stated that the Clerk had been misinformed and the Scheme was open to 16-25 year olds. Ms S Vincent said that she would look further into this as a grounds position had been identified as suitable for the Scheme. There were no other matters arising.

33. 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:

- A number of roads suffered from the flash flooding that took place on Friday 9th July. Particularly Proctor Road and Billing Close. Councillor K Vincent attended site visit with Highways Representative when rain started and witnessed first-hand the extent of the issue. Councillor K Vincent is now following up a number of complaints.
- Norfolk County Council will be directing funding of around £29million towards rectifying highways issues, such as potholes on roads, cycleways and footpaths.
- Food Innovation Centre: Norfolk County Council are investing £9.5million towards the cost of the new building at the Food Enterprise Park, Eaton. The centre will help new and existing firms grow, collaborate and develop new brands.
- Norfolk Libraries Summer Reading Challenge: Launched on 10th July. The theme this year is “Wild Work Heroes” and, in partnership with WWF UK, is a celebration of nature and action for the environment. More information is available via: <https://www.norfolk.gov.uk/libraries-local-history-and-archives/libraries/whats-on/summer-reading-challenge>
- Planning application FUL/2021/0018 – Old Catton Junior School. Councillor K Vincent noted Item 10.2 and stated that the planning application was available for further consultation due to amended application wording and date. Consultation period was now until beginning August 2021.
- Broadland District Council Design & Enhancement Awards 2021 will take place this year. Nominations opens on 19th July for x5 week period. Awards ceremony will take place in September 2021.
- Highways: Councillor K Vincent was asked for an update on the following:
 - St Faiths Road/Fifers Lane junction redesign: Currently working through legal documents. There will be a period of statutory consultation.
 - Chartwell Road/Spixworth Road junction: Work should now start week commencing 19th July and will last for x4 days. Junction will be closed for the duration of these works.
 - Kiln Close: Member informed Councillor K Vincent that a resident had informed that during hot weather the tarmac at the bottom of the close “melted”. Another member also informed the tarmac at the end of Desmond Drive also “melted” in hot weather. Councillor K Vincent stated she would investigate.

Broadland District Councillor Ken Leggett reported:

- Planning application FUL/2021/0018 – Old Catton Junior School. Councillor K Leggett had been informed that the planning decision would be a delegated decision however this could change if there were enough objections to the planning application.
- Recycling: Bottle banks at the Woodman and Morrisons were all full and awaiting emptying. Councillor K Leggett continued to chase this.

The meeting resumed.

- 34.** The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. Councillor G Tingle agreed to chase the contractor regarding start date for carpark resurfacing. Councillor D King informed that there is a Duke of Edinburgh memorial rose available to purchase and wondered if the Council wanted to consider purchasing and planting the memorial rose(s) either at the War Memorial or another location. It was AGREED that the Clerk should research the purchase to a maximum cost of £75.00 and report back to Council.

35. FINANCE

- 35.1.** Bank balances as at 30th June 2021 were noted. List of payments and receipts with vouchers 149 to 209 on payments schedule up to 12th July with expenditure of £30,990.25 and income of £10,166.94 were APPROVED.
- 35.2.** First Quarter Financial Report up to 30th June was noted.
- 35.3.** Report on CIL expenditure on plant and machinery was considered. It was AGREED to purchase Toro ZS4200T Zero-Turn at a cost of £2,932.60 (excluding VAT).

36. POLICIES AND PROCEDURES

- 36.1.** Councillors B Sabberton-Coe, G Tingle, D King, P Wilkin and B Honess were appointed to the CIL Development Working Group.
- 36.2.** It was confirmed that the following Council Policies and Procedures had been revised and the amendments (with inclusion of additional Legislation) were approved:-
- Health & Safety Policy.

37. PLANNING

Report outlining Planning Working Group proposals for the following planning applications was circulated prior to the meeting, a copy of which is attached to the official minutes.

- 37.1.** **20210931** – 17 West Acre Drive, Old Catton, NR6 7HY – Single Storey Side Extension.

NO OBJECTION.

20210924 – 35 Mountbatten Drive, Sprowston, NR6 7PJ – Two Storey Pitched Roof & Single Storey Flat Roof Extensions to the Rear Elevation.

NO OBJECTION.

20210632 – 26 Longe Road, Old Catton, NR6 7JD – Proposed Rear Extension.

NO OBJECTION.

20211087 – 27 Woodland Drive, Old Catton, NR6 7AZ – Alterations to Roof Geometry Resulting in a Gabled Roof with Front and Rear Formers Extensions, Proposed Single-Storey Front Porch Extension, Proposed Double-Storey Rear Extension with Balcony and Demolition with Internal Alteration Works.

NO OBJECTION.

20211063 – 6 Burrows Close, Old Catton, NR6 7FD – Relocation of Garden Wall to South East Boundary.

NO OBJECTION.

- 37.2.** Resident's letter regarding planning application FUL/2021/0018 was noted. Extension and resubmission of planning application issued by Norfolk County Council due to correction of wording and date. Comments on application were invited. It was AGREED

that replacement windows were not sufficiently in keeping with character of Old Catton Conservation Area.

RECOMMEND REFUSAL.

37.3. There were no other planning matters.

38. PROPERTY AND RESPONSIBILITIES

38.1. Following a recent attempted break-in of the storage containers, it was AGREED to permit Old Catton Junior Football Club to install additional security cameras at Lavaré Park at the Club's own expense.

38.2. Members highlighted trees on Spixworth Road that were causing obstruction to footpath. Clerk will write to resident requesting that these be cut back.

38.3. There were no further matters.

39. NEXT MEETING

Date of Parish Council Meeting was noted as Monday 13th September 2021 at 6.30pm at the Pavilion, Recreation Ground, Church Street.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.00pm.

Chairman, 13th September 2021