

OLD CATTON PARISH COUNCIL
MINUTES OF THE ANNUAL COUNCIL MEETING
HELD AT 6.30PM ON MONDAY 13TH MAY 2024
AT THE PAVILION, CHURCH STREET, OLD CATTON

Present: Mr B Sabberton-Coe (Chairman) Mr G Tingle (Vice Chairman) Mr J Arnott
Mr M Callam Mr T Cooke Mr G Crouch
Mr B Leggett Mr M Vincent

Ms S Vincent (Clerk)
Norfolk County and Broadland District Councillor K Vincent
Broadland District Councillor K Leggett
x3 Residents

1. ELECTION OF CHAIRMAN OF THE PARISH COUNCIL FOR THE ENSUING YEAR AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

It was AGREED that Councillor B Sabberton-Coe be appointed Chairman of the Parish Council for the ensuing year. He signed the Declaration of Acceptance of Office.

2. TO ELECT A VICE-CHAIRMAN FOR THE ENSUING YEAR

It was AGREED that Councillor G Tingle be appointed as Vice-Chairman of the Parish Council for the ensuing year.

3. APOLOGIES FOR ABSENCE

Apologies were received and agreed from Councillor P Wilkin.

4. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no declarations of interest.

5. MINUTES OF THE MEETING OF 08.04.2024

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

6. MATTERS ARISING

Item 126.2 – Councillor J Arnott reminded Members of the D-Day flag raising on 6th June 2024 at the War Memorial.

7. PUBLIC DISCUSSION

The meeting was adjourned for public discussion and reports from the County and District Councillor.

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Norfolk County Council: Annual General Meeting was held on Tuesday 7th May 2024. Kaye Mason-Bilig remains Leader of Norfolk County Council. Councillor K Vincent has remained as Deputy Cabinet Member for Children’s Services.
- Broadland District Council: Annual General Meeting will be held on Thursday 23rd May 2024.
- Lavaré Park: Councillor K Vincent commented that it was good to see the temporary car park up and running. Councillor K Vincent commented that planning officer for the new Clubhouse planning application had been appointed. Next Planning Committee meeting will be held on 22nd May 2024
- Viking Centre: Work on the new Centre is progressing well. There is an updating meeting being held on Tuesday 14th May (Sprowston Town Council members attending) where an update on hopeful opening dates will be discussed.
- Councillor K Vincent thanked the Council for including her article in the recent Newsletter and reported that a number of residents had contacted her with Highways issues as a result.
- Highways:
 - Residents have reported speeding on St Faiths Road. Councillor K Vincent requested that SAM2 be placed on bend near Taylors Lane and Louis Close. Councillor K Vincent also requested any historic SAM2 data for this area. Councillor K Vincent had received a request for a pelican crossing on this road – as this cost in the region of £180,000-£200,000 this was not being considered at this time.
 - Councillor K Vincent highlighted her members fund which has previously been used for dotted line installation and yellow wigwag installations.
 - Beeston Park: Quinn Estates are the “master builders” and will be responsible for infrastructure installation. It is hopeful the east-west link road will be installed later this year.
 - Councillor T Cooke asked about the resurfacing issues on Church Street (previously reported by the Clerk and not by Councillor K Vincent). Councillor K Vincent highlighted that the drain cover at the Paddocks was outstanding and had been reported again to Highways.

Broadland District Councillor K Leggett spoke about neutron neutrality and Norfolk Environmental Credits Ltd, which is the company set up by Broadland District Council to sell credits to developers to release homes held up by neutron neutrality.

Resident requested that the Council consider providing a safe area for dogs to be tied up whilst attending the Polling Station at the Pavilion, Recreation Ground, Church Street. A resident highlighted that lawn bowls season runs from April- September and requested that the Council bring the opening of the bowling green into line with this. A resident commented that the grass verges did not appear to be cut very often and requested consideration be given to re-wilding the verges instead and allowing wildflower to grow.

The meeting resumed.

8. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes.

9. FINANCE

- 9.1. Bank balances as at 30th April 2024 were noted. Monthly bank account reconciliations were noted. List of payments and receipts with vouchers 001 to 053 on payments schedule up to 13th May 2024 with expenditure of £28,275.47 and income of £185,907.38 were APPROVED. It was noted that first Precept payment had been received.
- 9.2. Bank signatories were confirmed as Councillors B Sabberton-Coe, B Leggett and G Crouch.
- 9.3. Scrutineer's Report for the period July-December 2023 was noted.
- 9.4. Scrutineer's Report for the period January-March 2024 was noted.
- 9.5. Internal Control Statement for the year ending 31st March 2024 was received and AGREED, a copy of which, signed by the Chairman, is attached to the official minutes.
- 9.6. List of regular payments made by direct debit or BACs in accordance with the Financial Regulations was received and AGREED.
- 9.7. Internal Auditing Solutions Interim Report for the period up to 31st December 2023 was received and Recommendations were noted. Clerk had responded to Recommendations and was awaiting response from Internal Auditing Solutions.
- 9.8. It was AGREED that Auditing Solutions be appointed as the Council's Internal Auditor for the 2024/25 Financial Year.
- 9.9. Section 1 of the Annual Return (Annual Governance Statement) 2023/24 was AGREED.
- 9.10. Section 2 of the Annual Return (Account Statement) 2023/24 was AGREED.

10. POLICIES AND PROCEDURES

- 10.1. It was RESOLVED that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.
- 10.2. The Committees and Outside Bodies for 2024/25 were considered and APPROVED, a copy of which is attached to the official minutes.
- 10.3. Calendar dates of Council meetings for 2024/25 were noted.

11. PLANNING

- 11.1. **20240924** – Land at 1A Lodge Lane, Old Catton NR6 7EA – Erection of single storey dwelling with access and parking.
RECOMMEND REFUSAL. Plans fail to show location of bus shelter which is in close proximity to the proposed driveway exit for the property. Council would highlight possible safety concerns regarding this and request consultation from Highways before planning is considered.
- 11.2. There were no planning applications to consider and no other planning matters.

12. PROPERTY AND RESPONSIBILITIES

- 12.1. Minutes of Airport Consultative Committee Meeting held on 28th February 2024 were noted.

- 12.2.** Minutes of Airport Consultative Committee Meeting held on 24th April 2024 were noted.
- 12.3.** Councillor G Tingle confirmed that he had completed training as a Wellbeing Community Champion. This is part of the District Council Mindful Town and Village Project designed to increase the number of local people with mental health knowledge in the community.
- 12.4.** There were no further written or verbal reports from Members with organisations or significant issues from their areas of responsibility.

13. ANNUAL PARISH MEETING

Date of Annual Parish Meeting was noted as Thursday 30th May 2024 at 7pm at the Church Hall, Blacksmiths Way, Old Catton.

14. NEXT MEETING

Date of Parish Council Meeting was noted as Monday 10th June 2024 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 7.40pm.

Chairman, 10th June 2024