

OLD CATTON PARISH COUNCIL  
MINUTES OF THE ORDINARY COUNCIL MEETING  
HELD AT 6.30PM ON MONDAY 12<sup>TH</sup> JANUARY 2026  
AT THE PAVILION, CHURCH STREET, OLD CATTON

**Present:** Mr B Sabberton-Coe (Chairman)      Mr T Cooke (Vice Chairman)      Mr J Arnott  
Mr M Callam      Mr G Crouch      Mr B Leggett  
Mrs K Tanner      Mr G Tingle      Miss P Wilkin

Ms S Vincent (Clerk)  
Broadland District Councillor K Leggett  
x2 Residents – including representative from Catton Bowls Clubs

**90. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor M Winhall due to holiday commitments.

**91. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

There were no declarations of interest.

**92. MINUTES OF THE ORDINARY MEETING OF 08.12.2025**

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

**93. MINUTES OF THE EXTRA-ORDINARY MEETING OF 16.12.2025**

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

**94. MATTERS ARISING**

There were no matters arising.

**95. PUBLIC DISCUSSION**

The meeting was adjourned for public discussion.

No report was received from the Police.

No report had been received from Norfolk County and Broadland District Councillor K Vincent.

Broadland District Councillor Ken Leggett reported:

- Beeston Park Development: Councillor K Leggett attended an information session with Persimmon Homes on 17<sup>th</sup> December 2025.
- District Council Members Grant: Councillor K Leggett still has some funding available for local groups.

Michael Pollitt, Secretary Catton Bowls, representing Catton, Old Catton and Wensum Bowls Clubs requested construction consultation with the Parish Council to try to establish a working relationship so that bowls activities can take place at the Recreation Ground during construction work. Mr Pollitt expressed concern that contractor had been appointed without consultation of sports groups. Mr Pollitt reiterated the proposal of providing temporary toilets for bowls club use and providing access to Recreation Ground from Church Street entrance. Mr Pollitt requested Council consider extending the end of the season to the second week of September to incorporate any previously delayed matches. Mr Pollitt stated that he was doubtful that Catton Bowls would make their centenary in 2028 if the Council did not consider measures to accommodate the club playing at the Recreation Ground during the building works.

The meeting resumed.

**96.** The Clerk's report was received and noted, a copy of which is attached to the official minutes. Dates for Beeston Park Public Consultation (31st January/1<sup>st</sup> February) and Phase 1 Information Session (14<sup>th</sup> February) were noted.

**97. FINANCE**

**97.1.** Bank balances as at 31<sup>st</sup> December 2025 were noted. List of payments with vouchers 586 to 659 on payments schedule up to 12<sup>th</sup> January 2026 with expenditure of £44,990.09 and receipts with vouchers 159 to 211 with income of £7,272.92 were APPROVED.

**97.2.** Quote for additional CCTV cameras to be installed in the Recreation Ground car park at a cost of £2,081.16 (including VAT) was AGREED.

**97.3.** Proposal and plans for U9s playground improvements and fencing, trim-trail and tennis court resurfacing at a total cost of £114,367.00 were AGREED – subject to available S106 funds. It was AGREED that no works to U9s would commence until near completion of Phase 1 changing rooms/toilets.

**97.4.** Cemetery fees for 2026/27 were considered and AGREED.

**97.5.** Recreation Ground hire fees were considered and AGREED. It was AGREED that fees would not increase due to Phase 1 construction works.

**97.6.** Budget for 2026/27 was considered and AGREED. Precept for 2026/27 was considered and AGREED as £434,689.00.

**97.7.** Internal Auditors Interim Report for the period 1<sup>st</sup> April – 30<sup>th</sup> September 2025 was considered and noted. Amendment to Financial Regulations/Standing Orders as highlighted in the report has been carried out.

**98. PLANNING**

**98.1.** 2025/1919 – Land between Saint Faiths and Buxton Road, Old Catton – Reserved Matters application for appearance, scale, landscaping and layout following Outline Planning Permission 20161058 (as varied by 2024/1794), for Phase 1(Parcel A) comprising 338 dwellings and associated works including open space, sustainable urban drainage systems, landscaping and associated infrastructure and agreement of details for conditions 4 (Surface Water Drainage Scheme), 5 (Groundwater Quantitative Risk

Assessment), 10 (Foul Drainage Scheme), 22 (Water Features), 31 (Landscaping Scheme), 32 (Landscaping Scheme Specification) and 33 (Hedgerow Enhancement).

**REQUEST FOR EXTENSION OF TIME REQUESTED TO LPA TO ALLOW FOR PUBLIC CONSULTATION. RESPONSE TO PLANNING APPLICATION TO BE SENT FOLLOWING THIS.**

98.2. **2025/3304** – 322 St Faiths Road, Old Catton NR6 7BL – Demolition of Existing Garage, Single Storey Rear Extension, New Dormer and Internal Alterations to Residential Dwelling.

**NO OBJECTION**

98.3. **2025/4009** – 72 Church Street, Old Catton NR6 7DR – Listed Building Consent – Install an EV charger to side of porch.

**NO OBJECTION**

98.4. **2023/0610** – Land adj property 243 Spixworth Road, Old Catton – RESERVED MATTERS – Reserved matters application for access, appearance, landscaping, layout and scale following outline permission 20210674 for erection of one dwelling on plot 1.

**RECOMMEND REFUSAL – planning application fails to provide sufficient information, particularly regarding access, storage containers are a breach of planning application.**

98.5. There were no further planning matters.

**99. POLICIES AND RESPONSIBILITIES**

99.1. The following revised Council policies and procedures were adopted:

- Data Protection Policy – Assertion 10 Compliant.
- IT and Email Policy.
- Risk Assessment – Salting Gritting Car Park.

99.2. The following amended Council policies and procedures were agreed:

- Privacy Impact Assessment (PIA) for CCTV installation.
- CCTV Policy.
- Cemetery Rules and Regulations.

**100. HUMAN RESOURCES**

100.1. The following revised Council employment policies and procedures were adopted:

- Lone Worker.
- Pension.

100.2. The following amended Council employment policies and procedures were agreed:

- Bullying and Harassment.
- Equal Opportunities.
- Safeguarding Children, Young People & Vulnerable Adults.
- Anti-Fraud, Corruption and Theft.
- Disability Discrimination.
- Staff Recruitment.
- Training.
- Social Media.

## **101. PROPERTY AND RESPONSIBILITIES**

**101.1.** Verbal update on Phase 1 of Pavilion improvements was noted.

## **102. CORRESPONDENCE**

**102.1.** Further correspondence received from Old Catton Junior School regarding Phase 1 and access gate was noted.

**102.2.** Correspondence received from Old Catton Bowls and further correspondence received from Catton Bowls was noted.

**103.** It is recommended that under the Public Bodies (Admission to Meeting) 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.

**104.** Staffing report was received and AGREED.

## **105. NEXT MEETING**

Date of Parish Council Meeting was noted as Monday 9<sup>th</sup> February 2026 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, 9<sup>th</sup> February 2026