

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 6.30PM ON MONDAY 14TH APRIL 2025
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 Mr M Winhall

Ms S Vincent (Clerk)
Broadland District Councillor K Leggett
Norfolk County and Broadland District Council K Vincent
x2 Residents

123. APOLOGIES FOR ABSENCE

Apologies were received from Councillor P Wilkin due to holiday commitments.

124. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Item 7.2: Councillor B Leggett.

Item 7.3, 9.4 and 9.6: Councillor M Winhall.

There were no further declarations of interest.

125. MINUTES OF THE MEETING OF 10.03.2025

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

126. MATTERS ARISING

There were no matters arising.

127. PUBLIC DISCUSSION

Broadland District Councillor Ken Leggett reported:

- Members Grants: Councillor K Leggett reminded Council that he and Councillor K Vincent welcome suggestions for Members grant funding for 2025/26.
- Devolution: Councillor K Leggett commented that the Devolution had been well covered by the Clerk's report. Councillor K Leggett had attended the recent Devolution Summit held at the Horizon Building by South Norfolk and Broadland District Council; one thing was clear that there was still a lot of uncertainty about what the different councils want to do – whether there will be one unity council or two or three unity councils. It appears that Parish Councils will not be affected but it is unclear how much

more responsibility they may have. The Government will be making a decision for Norfolk and Suffolk in September. There will definitely be a Mayor but it is not clear what the role, responsibility and authority will be. Norfolk and District Councils will continue to keep everyone informed.

Councillor K Vincent joined the meeting at this time.

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Devolution: Norfolk County Council are recommending x1-x2 unitary councils, District Council are recommending x3 unitary councils. Councillor K Vincent provided an explanation of what a unitary council is.
- Sewell Meadow/Planning Application 2024/3839: Meeting of Planning Committee scheduled for next week does not include the Sewell Meadow planning application (construction traffic amendment). Next Planning Committee is scheduled for 21st May 2025.
- Recycling: Bin collection will be one day earlier than normal collection day prior to Easter weekend and one day later following Easter weekend.
- Tots to Teens: District Council are running activities for your children, age 5-16. All details are available on the District Council website, including how to book and the costs.
- VE and VJ Day 80th Celebrations: Norfolk County Council are waiving the road closure fee for the celebrations. Deadline for waived fee for VE Day is 18th April 2025, deadline for waived fee for VJ is 18th July 2025. For more information see: www.ve-vjday80.gov.uk
- Clean Up and Bloom: Councillor K Vincent highlighted the daffodils around the village planted as part of the grant received last year – these were planted and are being maintained/watered by volunteers.
- Viking Centre, Sprowston: The Centre officially opened on Saturday 12th April providing community hub and community café.
- Members asked if there had been any complaints received recently about construction traffic. Councillor K Vincent had received no complaints and believes the signage is being effective at this time.
- Member enquired about vacant building plot near junction of Spixworth Road/Lodge Lane. Two storage containers had been installed over a year ago, entrance to site through hedge had been made but no further work had been carried out and it was becoming unsightly and sight of traffic lights was becoming impaired due to overgrown hedge. Councillor K Vincent said that unless it becomes an enforcement issue there was little to be done about the current condition of the plot.

Two residents explained that they had been in correspondence with the Clerk regarding bench at the Cemetery (Item 9.3). Residents explained that they wished to consider alternative bench similar to style of existing benches. Residents explained they would correspond with Clerk regarding this the following day.

The meeting resumed.

128. The Clerk's monthly report was received and noted. Councillor G Tingle stated he had received no response to his emails regarding the car park issues and had sent recorded delivery letter that day. Councillor M Winhall highlighted that the Football Club have an agreement for using a standpipe from the fire hydrant at Lavaré Park which may be useful to provide running water to "deep clean" the Council's car park on Austin Way. Discussion regarding the development of Lavaré Park and the Recreation Ground took place, Members AGREED it would be beneficial to have a meeting with the architect and project manager.

129. FINANCE

129.1. Bank balances as at 31st March 2025 were noted. Monthly bank account reconciliations were noted. The Chairman confirmed bank balances matched all bank statements. List of payments and receipts with vouchers 619 to 692 on payments schedule up to 14th April 2025 with expenditure of £60,240.48 and income of £7,744.86 were APPROVED.

129.2. Quote A from Orange Painting and Decorating Services of £5,810.00 for redecoration of Village Hall and quote from Impact Services of £4,257.00 for solar panel battery were AGREED. Funds would be used from Council reserves.

129.3. Quote B from GG Fencing of £ 24,200.00 for higher fencing required as part of the redevelopment works was AGREED. It was AGREED that Old Catton Football Club would sign Agreement for funds with a x2 year payback agreement. CIL funds reserved for the redevelopment project would be used at this time.

129.4. It was AGREED that, due to insufficient funds, the Parish Council would fund an additional gate padlock, the spring skip, bollard and associated costs (Councillor G Tingle offered to install the bollard at no charge) and an additional skip/grab lorry for specific plot "clean-up". Council reserves would be used to cover the approximate cost of £660.00. It was AGREED that Notice to Vacate with immediate effect be given to plot holder who had received three warnings regarding the upkeep of their plot.

129.5. The re-introduction of non-resident burial fees for Old Catton Cemetery with immediate effect was AGREED.

130. PLANNING

130.1. 2025/0720 – 62 The Paddocks, Old Catton, NR6 7HD – single storey extension and conversion of garage.

NO OBJECTION

130.2. 2025/0979 – 64 Woodland Drive, Old Catton NR6 7AZ – loft conversion and rear facing dormer.

NO OBJECTION

130.3. Planning application 2023/0610 – Spixworth Road, adjacent to 243 Spixworth Road was discussed. As raised earlier in meeting two storage containers were installed on land but no further action had been taken and land was overgrown and unsightly. Member asked if planning consent had been obtained to install the containers? Overgrown hedge is a Highways issue. No enforcement issue at present as within the time frame of the planning consent (three years). No complaints had been received from neighbouring properties.

There were no other planning matters.

131. PROPERTY AND RESPONSIBILITIES

- 131.1.** It was AGREED that Councillors B Sabberton-Coe and B Leggett be appointed representatives to the Village Hall Committee.
- 131.2.** It was AGREED that consent for gate access to the Allotments by neighbouring allotment holder was DECLINED.
- 131.3.** It was AGREED that Clerk would speak to plot holder regarding request for bench at Old Catton Cemetery.
- 131.4.** Councillor M Winhall gave an update on the proposed fireworks event at Lavaré Park. Initial paperwork has been submitted to SAG (Safety Advisory Group) at District Council; they do not give permission for event, merely provide advisory assistance to ensure an event runs safely and smoothly. Currently awaiting date for SAG meeting to discuss further. Event will need to be logged on the CAAA system for the airport. Event will be ticket only and will be a walk-up event. Nearby residents will be informed in timely fashion. Date for proposed event is 5th November 2025.
- 131.5.** Councillor G Tingle and Clerk gave update on RBL event being held at Recreation Ground on 21st June 2025. Event will include small children's rides, inflatable obstacle course and other inflatables, stalls, shoot-a-goal, archery, music, dance displays, Parade of Standards, tearoom, ancestry search, military machinery and hopefully attendance by the Police and Fire Service. Clerk is attending SAG meeting with RBL Chairman on 17th April 2025.

Councillor K Vincent left the meeting at this time.

- 131.6.** It was AGREED in principle to support Old Catton Junior Football Club with "buy a brick" fundraising scheme for new Clubhouse at Lavaré Park. All further discussion regarding the scheme must receive further Council approval.
- 131.7.** There were no further updates on property and responsibilities.

132. POLICIES AND PROCEDURES

- 132.1.** It was confirmed that the following Council Policies and Procedures had been revised and that no amendments had taken place:-
 - Standing Orders.
- 132.2.** It was confirmed that the following Council Policies and Procedures were adopted: -
 - Financial Regulations.

133. CORRESPONDENCE

- 133.1.** Correspondence from Chairman of Old Catton Bowls Club was noted.

134. ANNUAL PARISH MEETING

Date of Annual Parish Meeting was noted as Thursday 22nd May 2025 at 7pm at the Church Hall, Blacksmiths Way.

135. NEXT MEETING

Date of Parish Council Meeting was noted as Monday 12th May 2025 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 8.20pm.

Chairman, 12th May 2025

DRAFT