

# OLD CATTON PARISH COUNCIL

## STREET NAMING POLICY

### Introduction

The following Policy and Procedure has been written by Old Catton Parish Council as is consulted by Broadland District Council on street naming of public roads in the Old Catton area.

### Policy

#### *Objectives and Purpose of the System*

The Parish Council, in conjunction with the developer of the housing, agrees the suggested name of the road. If there is no agreement then Broadland District Council, Street Name and Numbering team, make the final decision.

#### *Responsibility*

Broadland District Council has a statutory function for street naming and numbering. The relevant powers of Local Authorities are contained in Sections 64 and 65 of the Towns Improvement Clauses Act 1847 and Sections 17, 18 and 19 of the Public Health Act, 1925.

#### *Guidelines to assist in suggested road name*

The Council will follow these guidelines for any suggested street names, in no particular order:

- Names of living persons may not be used, except in rare special circumstances, nor may the name of a developing firm be used.
- The use of a name which relates to someone either living or alive during living memory can be used as long as written permission has been obtained from the person or family of the person (this is to help avoid upsetting relatives).
- If the name relates to a public figure the Parish Council will announce the intention to use the name on their website to assist with consultation. If there are objections to a proposed name, another name should be submitted. If no other suggestions are made a decision will be made by Broadland District Council in line with their current procedure.
- The use of names that pertain to the Royal Household should be avoided, as to use such a name may require Royal Assent from the Privy Council.
- Names of landscape features demolished by development or names of historic persons, including those named on the War Memorial, events or places are desirable, as are names selected from themes which will reflect and enhance the character of the area.
- Unofficial 'marketing' titles used by developers in the sale of new properties will not be suggested.

- Names should not be readily confused with street names already in use in the same postcode area. A variation in the terminal word, for example, “street”, “road”, “avenue” will not be accepted as sufficient reason to duplicate a name. This can have a detrimental effect in an emergency situation. This is in line with Government guidance found in circular 3/93.
- Street names should not be difficult to pronounce, awkward to spell or open to interpretation by shortening or graffiti in any way.
- Names which can be considered or construed as obscene, racist or which would contravene any aspect of Council’s Equal Opportunities Policy will be rejected.
- New names will not be assigned where developments can satisfactorily be included in the existing numbering scheme of the street providing access.
- All street names must meet the standards set out in BS7666,
- The Council may wish to consult local groups from time to time.
- The use of North, East, South or West (as in Alfred Road North and Alfred Road South, or East or West) is only acceptable where the road is continuous and passed over a major junction. It is not acceptable when the road is in two separate parts with no vehicular access between the two.
- Two phonetically similar roads with a postal area and, especially within the Old Catton boundary will be avoided. For example, Alfred Road and Alfred Close or Churchill Road and Birch Hill Road.
- All new street names should ideally end with one of the following of the suffixes, to be decided in consultation with the Developer and fitting the surrounding area ie Street or Road (for any thoroughfare); Way (for major roads); Avenue, Drive, Grove, Lane, Loke, Mews, Row, Rise, Vale or Place (for residential roads); Gardens (for residential roads) subject to there being no confusion with any local open space; Crescent (for a crescent shaped road); Court/Close (for cul-de-sac only); and Square (for a square only).

### **Policy Review**

This policy will be reviewed annually by the Council to ensure that it is relevant to working practice.

Reviewed: 10<sup>th</sup> March 2025