

Old Catton Parish Council

The Pavilion, Church Street, Old Catton, NR6 7DS

Clerk of the Council: Ms Sarah Vincent

www.oldcattonparishcouncil.co.uk

Tel: 01603 423880

E:mail: clerk@oldcattonparishcouncil.co.uk

8th May 2018

Dear Councillor,

An **Annual** Meeting of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 14th May 2018 at 7.00pm** at which your attendance is requested.

Agenda

1. To elect a Chairman for the ensuing year and for the new Chairman to sign the Declaration of Acceptance of Office.
2. To elect a Vice Chairman for the ensuing year.
3. To receive and approve apologies for absence.
4. To receive any declarations of interest in items on the agenda and to consider any requests for dispensation.
5. To approve the Minutes of the Ordinary Council Meeting, held on 9th April 2018 (copy herewith).
6. To report on matters arising from the minutes not covered by the agenda.
7. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.
8. To receive Clerk's report (copy herewith).
9. **Finance**
 - 9.1 To approve payments schedule (copy herewith).
 - 9.2 To approve bank reconciliation and discuss future presentation thereof (copy herewith).
 - 9.3 To approve Internal Control Checklist (copy herewith).
 - 9.4 To note grant award for WW1 memorial benches and approve match funding.
 - 9.5 To consider renewing membership to Fields in Trust (copy herewith).
 - 9.6 To consider renewing membership to Norfolk Playing Field Association (copy herewith)
 - 9.7 To consider renewing subscription to LCR magazine (copy herewith).
 - 9.8 To consider Clerk's **free** attendance at SLCC Regional Training Seminar in Norwich on 11th July (copy herewith).
 - 9.9 To consider Members and Clerk's attendance at the SLCC Norfolk Local Councils 2018 Conference at Norwich City FC on 15th June at a cost of £49.50 (copy herewith).

10. Policies and Procedures

- 10.1 To reaffirm the Council's eligibility of the General Power of Competence.
- 10.2 To consider appointment of members to Cemetery Working Group for the future management of the cemetery extension and agree Terms of Reference (copy herewith).
- 10.3 To note GDPR Privacy Notice for website (to follow).

11. Planning

- 11.1 **Planning Applications** (copy available on Broadland District Council website – <https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>)
 - 20180653**- Pagoda Situated on Land Forward of the Principle Elevation of the Dwelling – 1 Colkett Drive, Old Catton, NR6 7ND.
 - 20180609**- Erection of Conservatory to Rear – 119 Desmond Drive, Old Catton, NR6 7JR
 - 20180604**- Alterations & Extension incorporating Rooms in Roof Space – 25 Woodland Drive, Old Catton, NR6 7AZ

20180625- Details Reserved by Conditions 4&5 following Grant of Planning Permission 20172196- Arboricultural Assessment & Repair of Boundary Wall Method Statement – Anna Sewell House, 125 Spixworth Road, Old Catton, NR6 7DU

20180680- Means of Access to Highway Classified C246 – 40 Spixworth Road, Old Catton, NR7NF
11.2 To note any other planning matters.

12. To consider future planning of Community Centre for Old Catton and the placement of advertisement of Working Group in Parish Newsletter.
13. To receive latest report from the Airport Consultative Committee
14. 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.
15. To receive report regarding the Cemetery.
16. To receive report and recommendation from the Staffing Committee
17. To note date of Annual Parish Meeting as Thursday 17th May 2018 at 7.30pm at the Church Hall, Blacksmiths Way, Old Catton.
18. To note date of next Parish Council Meeting as Monday 11th June 2018 at 7.00pm at the Pavilion, Recreation Ground, Church Street.

Ms Sarah Vincent
Clerk of the Council