

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ANNUAL COUNCIL MEETING**  
**HELD AT 7.30 P.M. ON MONDAY 12<sup>TH</sup> MAY 2014**  
**AT THE PAVILION, CHURCH STREET RECREATION GROUND**

**PRESENT:** Mr J Arnott                      Ms W Atkinson                      Mrs A Chandler  
                 Mr B Honess                      Mr B Sabberton-Coe                      Mr B Palmer  
                 Mr G Tingle                      Mr M Vincent                      Miss P Wilkin  
                 Mrs J Williams

Mrs J Leggett, Norfolk County Councillor  
PCSO M Seaman  
5 residents

**216. ELECTION OF CHAIRMAN**

It was proposed, seconded and unanimously AGREED that Mr Bradley Sabberton-Coe be elected as Chairman for the ensuing year.

**217. ELECTION OF VICE CHAIRMAN**

It was proposed, seconded and unanimously AGREED that Mrs Ann Chandler be elected as Vice Chairman for the ensuing year.

**218. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors B Leggett and D Thompson due to other commitments and Councillor C Green due to illness.  
District Councillor K Leggett also sent his apologies.

**219. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**

Interests were declared as follows –  
Mr B Sabberton-Coe and Mr G Tingle - Catton Park Trust.  
Mr B Sabberton-Coe and Mr B Palmer - Village Hall Management Committee.

**220. MINUTES OF THE MEETING OF 14.04.2014**

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

**221. MATTERS ARISING**

The Clerk was asked if the sign with the set of rules for the Titan play equipment had been erected yet. The Clerk stated that she was still awaiting for the delivery of the sign.

**222. PUBLIC DISCUSSION**

The meeting was adjourned for public discussion and reports from the Police, County and District Councillors

Councillor Judy Leggett gave a report, a copy of which is attached to the official minutes. She also stated that the A47 eastbound carriageway will be closed for at least two nights this week at the junction with the A146 at Trowse, and it will not be possible to join the A47 eastbound at Postwick. The closure will be in place from 8pm to 6am on Tuesday night, 13 May, and Wednesday night, 14 May. If work is not complete, two further nights will be used (Thursday 15 May and Friday 16 May).

She also reported that Norfolk County Council's Cabinet has given its approval for the Council to enter into an agreement with a private developer for a solar farm at former RAF Coltishall, with the intention of securing a long term rental income for the Authority. Councillors agreed, in principle, to allow the development of a large commercial solar farm on up to 300 acres (120 hectares) of the site for 25 years.

Also in her report it was stated that 7 out of 10 schools within the County are now good or better. Children's services are also improving. Children can now receive free entry to Norfolk Museums if they belong to the Children's University. It is £1.00 to join the Children's University.

A resident asked Councillor Judy Leggett why is Norfolk County Council publicising the fact that it does not have enough money to spend on provisions for the elderly for example when there is an underspend in certain budgets such as The Willows. Councillor Leggett to clarify this and let the resident know.

A resident reported that the Charity Ring Road Walk for MacMillan Cancer has raised approximately £6,000 and the cheque presentation will take place on Sunday 18<sup>th</sup> May at The Maids Head. All those involved in the organisation of the event were congratulated on their efforts.

A resident reported on the fact that some participants of the Old Catton Community Walk on Monday 5<sup>th</sup> May, organised by Old Catton Junior Football Club in conjunction with the two infant schools and White Woman Lane Junior School, were walking their dogs on leads through Church Street Recreation Ground. When he approached the participants and organisers of the event he was informed that the Parish Council had given permission. The situation was explained by the Clerk and the resident received an apology from the Council and was informed it was an oversight by all those involved and it would not happen in the future.

A point was raised regarding the lease of Lavaré Park between the Council and Old Catton Junior Football Club as to whether dogs will be permitted from the inside of the fencing. The Clerk to raise this issue with the solicitor.

A resident once again expressed his concerns with regards to the poor condition of footpaths and verges within the Parish. The Clerk stated that she had reported previous concerns to both Norfolk County Council Highways and Broadland District Council. She had not had the opportunity to visit the various locations to see if any progress had been made and had asked Councillor Barry Palmer if he could check them on her behalf then she could report his findings back to the relevant authorities. The resident to accompany Councillor Palmer.

PCSO M Seaman reported on the latest Police report, a copy of which is attached to the official minutes.

A resident raised their concerns with regards to the timing of the traffic lights at the pelican crossing on the Ring Road where it is joined from Spixworth Road. Concerns were also raised about the timing of the traffic lights on the Ring Road from Catton Grove Road onto St. Faiths Road. The Clerk to contact Norfolk County Council about this.

A resident of Austin Way asked why the new gate to the car park was going to be locked at night. It was explained that this was based on advice received from the Police. A meeting is to be arranged with the current maintenance company and the Parish Council to discuss future maintenance of the communal areas in Austin Way.

The meeting resumed.

## **223. FINANCE**

### **223.1. Payments and receipts**

It was AGREED that the list of payments and receipts, with vouchers 43 to 85 in the financial year ending 31.3.2015 with expenditure of £9,965.66 and income of £98,779.36, be approved. The comparison of income and expenditure with the budget and bank reconciliation was noted.

### **223.2. The recommendations from the working group with regards to grants were considered and APPROVED.**

## **224. PLANNING**

### **224.1 Planning Applications**

**20140633**-First Floor Extensions to Side & Rear (Revised Proposal)- 37 Burma Road, Old Catton, NR6 7LH.

NO OBJECTION

**20140610**-Single Storey Rear Extension-26 Woodhamn leas, Old Catton, NR6 7EE

NO OBJECTION

**20140677**-Alterations to Roof to Create Gable Ends, Rooms in the Roof and New Rear Dormer Window-8 Burma Road, Old Catton, NR6 7AA.

NO OBJECTION

**20140725**-First Floor Side Extension-6 Longland Close, Old Catton, NR6 7LW.

NO OBJECTION

**Y/5/2014/5002**-Removal of sheds and construction of log cabin to accommodate multi-use classroom and associated works: Director of Children's Services-White Woman Lane Junior School, White Woman Lane, Norwich, NR6 7JA.

NO OBJECTION

224.2 Other planning matters

The Clerk reported that she had received a letter from Broadland District Council stating that the planning application (20131653) for an erection of dwelling with attached garage at 67 Spixworth Road, Old Catton has been considered and permission was refused.

The Clerk also reported that she had received correspondence The Planning Inspectorate detailing information with regards to a meeting to be held on 2<sup>nd</sup> June 2014 at Blackfriars Hall, Norwich at 2pm with regards to the Norwich Northern Distributor Road (NDR). Any Councillor wishing to attend to inform the Clerk.

**225. CHURCH STREET RECREATION GROUND**

225.1 The three quotations for partial remedial works to the Car Park were considered. It was AGREED that these be bought back to the next meeting once the Clerk seeks additional information with regards to kerbing and costs from all 3 companies.

225.2 The report from the Clerk with regards to cleaning materials for the Pavilion was considered and AGREED.

225.3 The request from Old Catton Twinning Association to place the sandstone carved book gift from Lavaré at the Pavilion when representatives from Lavaré visit Old Catton was considered and AGREED.

225.4 The report from the Clerk regarding steel container and goal posts was considered. The Clerk updated the Council following her report that the Football Club now wish for the steel container to be moved to Lavaré once they take on the lease and planning permission has been obtained. The request from the Police to erect permanent goal posts at the Recreation Ground was considered and AGREED not to proceed with the request.

225.5 It was AGREED that the Recreation Ground was looking wonderful and the Groundsman was congratulated on his efforts.

**226. LAVARÉ PARK**

226.1. Progress with new piece of land and Old Catton Junior Football Club

It was noted that the knee rail fencing is now complete and the new gate has been installed. Quotations are still being sought with regards to the new play area. Once all three quotes have been received the Clerk will consult with the residents of Austin Way. Councillor Arnott stated that he had been in contact with and met an Officer at Broadland District Council who has given lots of sound advice and good leads with regards to the formation of a wildflower meadow. Broadland are very willing to supply some form of hedging free of charge.

226.2 Any other matters requiring attention

There were no other matters requiring attention.

**227. CEMETERY AND CHURCHYARD**

227.1 It was noted that both the Cemetery and Churchyard were in good order. The Clerk reported that there is a problem with moles at present and is being dealt with by an outside contractor who has suggested that the Council undertakes a 1 year contract with them to save money. It was AGREED to hold back on this decision at present.

**228. WAR MEMORIAL**

228.1 Councillor Mrs Williams stated that in general the War Memorial was in good order however some de-weeding did need doing. The Clerk reported that the Groundsman had put weed killer down and would ensure that the dead weeds are removed.

**229. BUS SHELTERS**

229.1 It was noted that the Bus Shelters were all in good order. The Clerk reported that she had been approached by a resident requesting that a bin is purchased and installed at the bus stop outside 280 St. Faiths Road. This request was considered and AGREED to.

**230. VILLAGE HALL**

230.1 Councillor B Palmer stated that the Hall was in excellent order along with the newly resurfaced car park. Lots of positive feedback from users is being received.

**231. CATTON PARK**

231.1 Councillor Tingle stated that the Park Run is still being well attended. 157 children attended the recent Easter Egg Hunt. There is currently a survey regarding dogs in the park and he will be able to talk more about this at the next Council meeting.

**232. HIGHWAYS**

232.1 It was noted that there are dips in the road in Lodge Lane from The Paddocks to the Doctors Surgery. The resurfacing of the road at the pedestrian crossing on the Spixworth Road by Burma Road still needs some attention. The Clerk to report these to Norfolk Highways.

233. The Committees and Outside Bodies for 2014-2015 were considered and APPROVED, a copy of which is attached to the official minutes.

**234. CORRESPONDENCE**

234.1 Broadland District Council re. Broadland Green and Enhancement Awards 2014. Noted.

234.2 Broadland District Council re. Review of Private Hire and Hackney Carriage Policy and Conditions. If any councillor wishes to make comments they are to send them to the Clerk by 1<sup>st</sup> July 2014.

234.3 Broadland District Council re. Publication of Site Allocations Development Plan Document (DPD) and Development Management DPD – Proposed Submission (Reg 19) versions. Any councillor wishing to make comments are to send them to the Clerk by 30<sup>th</sup> May 2014.

**235. MATTERS FOR FUTURE MEETINGS**

Any matters for future meetings to be given to the Clerk.

236. It was RESOLVED 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.

237. The report regarding the Clerk's contract was discussed. It was AGREED that the weekly working hours of the Clerk be increased to 34 hours per week commencing 1<sup>st</sup> May 2014. It was also AGREED that the 33 hours owed to the Clerk be paid to her in May's wage packet.

238. The report regarding Catton Park was discussed in great detail. It was RESOLVED in principle that the Parish Council becomes the Sole Trustees of the Charity as of 1<sup>st</sup> July 2014, on the condition that some minor enquiries are made with regard to the legal aspect of the change of trustees.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.25pm.

Chairman, 9<sup>th</sup> June 2014