

2nd May 2017

Dear Councillor,

An **Annual Meeting** of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 8th May 2017 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 10th April 2017 (copy herewith).
6. To report on matters arising from the minutes not covered by the agenda and to review action plan (copy herewith).
7. To receive Clerk's report (copy herewith).
8. To consider Committees and Outside Bodies for 2017/2018 (2016/2017 herewith).
9. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.

10. Finance

- 10.1. To approve payments, note receipts, bank reconciliation and comparison of income and expenditure with the budget for the 2017-2018 financial year (copy herewith).

11. Planning

11.1. Planning Applications

20170644-Two storey side extension-32 Lindley Close, Old Catton, NR6 7LL.

20170657-Single storey extension of south elevation-1 The Stables, 46 Spixworth Road, Old Catton, NR6 7NF.

20170633-Timber building for purposes incidental to Holiday House-Holiday House, Church Street, Old Catton, NR6 7DJ.

20170550-Single storey rear extension-247 St. Faiths Road, Old Catton, NR6 7AP.

20170578-Replacement garage-2 Kiln Close, Old Catton, NR6 7HZ.

- 11.2. To receive correspondence from Broadland District Council regarding electronic planning applications (copy herewith).
- 11.3. To note any other planning matters.

12. Property and Responsibilities

- 12.1. To receive report regarding War Memorial and to consider any matters arising therefrom.
- 12.2. To receive report regarding Bus Shelters and to consider any matters arising therefrom.
- 12.3. To receive report regarding Churchyard and to consider any matters arising therefrom.
- 12.4. To receive report regarding Cemetery and to consider any matters arising therefrom.
- 12.5. To receive report regarding Lavaré Park and to consider any matters arising therefrom.
- 12.6. To receive report regarding Sports Groups and to consider any matters arising therefrom.
- 12.7. To receive report regarding Church Street Recreation Ground and to consider any matters arising therefrom.

13. Policies and Procedures

- 13.1. To confirm receipt of the 2017 Good Councillor's Guide (copy herewith).
- 13.2. To confirm receipt of the 2016 guide for Being a Good Employer (copy herewith).
- 13.3. To confirm receipt of the 2017 guide to publicity during the pre-election period (copy herewith).
- 13.4. To consider adoption of the Community Emergency Plan for Old Catton (copy herewith).

14. Street Lights, Hedges, Paths, Verges and Highways

- 14.1. To note any matters needing attention.
- 14.2. To receive update from councillors regarding SAM 2 (copy to follow).
- 14.3. To consider correspondence from District Councillor Vincent re. Additional street light in Westacre Drive (copy herewith).
- 14.4. To consider report from Deputy Clerk with regard to installation of bench in Swansgate (copy herewith).
- 14.5. To receive correspondence from the Environment Agency regarding surface water flooding in Old Catton (copy herewith).

15. Correspondence

- 15.1. To receive invitation from Campaign to Protect Rural England Norfolk regarding the Campaign Alliance Meeting on Wednesday 19th July 2017 at 7.15pm at United Reformed Church, Princes Street, Norwich.
- 15.2. To receive report from Sprowston Youth Engagement Project-Old Catton Teen Café (copy herewith).

16. To receive latest report from the Airport Consultative Committee.

Mrs Melanie Eversfield
Clerk of the Council