

3<sup>rd</sup> October 2017

Dear Councillor,

An **Ordinary** Meeting of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 9<sup>th</sup> October 2017 at 7.00pm** at which your attendance is requested.

### **Agenda**

1. To receive and approve apologies for absence.
2. To receive any declarations of interest in items on the agenda and to consider any requests for dispensation.
3. To elect a Vice Chairman for the ensuing year.
4. To approve the minutes of the Ordinary Council Meeting, held on 11<sup>th</sup> September 2017 (copy herewith).
5. To report on matters arising from the minutes not covered by the agenda.
6. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.
7. To receive Clerk's report (copy herewith).
- 8. Finance**
  - 8.1. To approve payments, note receipts, bank reconciliation and comparison of income and expenditure with the budget for the 2017-2018 financial year (copy herewith).
  - 8.2. To receive external auditor's report for accounts ending 31<sup>st</sup> March 2017 (copy herewith).
- 9. Policies and Procedures**
  - 9.1. To consider meeting dates for 2018 (copy herewith).
  - 9.2. To consider revision of Councillors responsibilities (copy herewith).
- 10. Planning**
  - 10.1. Planning Applications
    - 20171558**-Rear extension including rooms in roof. Porch canopy roof – 79 Constitution Hill, Old Catton.
    - 20171504**-Variation of condition 2 of planning permission 20161182 (revised plans) – 18 Carterford Drive, Old Catton.
    - 20171681**-Application for prior approval for the installation of a 20m monopole supporting 3no. antenna and 2no. dishes, associated ground based equipment cabinets and ancillary development- Land at Chartwell Road, Sprowston.
    - 20171726**-Remove existing side conservatory. Construct new brick clad side extension with flat roof – 3 Catton Hall Farm, Church Street, Old Catton.
  - 10.2. To note any other planning matters.
- 11. Property and Responsibilities**
  - 11.1. To receive any written or verbal reports from members meeting with organisations or significant issues from their areas of responsibility.
- 12. Street Lights, Hedges, Paths, Verges and Highways**
  - 12.1. To receive correspondence from BDC re. Street Numbering: Plots 1-7 Repton House, Parkside Drive, Old Catton. (copy herewith, also copy of Parish Council's street naming policy herewith).
  - 12.2. To receive correspondence from T T Jones Electrical re. Street lights (copy herewith along with email exchange between Clerk's office and Councillor Tovell).
13. 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.
14. To consider Clerk's letter of resignation and to consider arrangements for her replacement.

Mrs Melanie Eversfield  
Clerk of the Council