

7<sup>th</sup> March 2017

Dear Councillor,

An **Ordinary** Meeting of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 13<sup>th</sup> March 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 approve the minutes of the Ordinary Council Meeting, held on 13<sup>th</sup> February 2017 (copy herewith).
4. To report on matters arising from the minutes not covered by the agenda and to review action plan (copy herewith).
5. To receive Clerk's report (copy herewith).
6. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.

### **7. Finance**

- 7.1. To approve payments, note receipts, bank reconciliation and comparison of income and expenditure with the budget (copy herewith).
- 7.2. To consider membership renewal with Community Action Norfolk for £20.00 per annum.
- 7.3. To report that borrowing approval from the Secretary of State for CIL Loan has been approved.
- 7.4. To consider sending the Clerk on the following courses: -
  - Norfolk Parish Training & Support's People Skills and Councillor Governance Seminar on Tuesday 21<sup>st</sup> March 2017 - £35.00.
  - Norfolk Branch of the Society of Local Council Clerk's Training Day and Annual General Meeting on Friday 21<sup>st</sup> April 2017- £10.00.
  - Society of Local Council Clerks How to Effectively Communicate with your Community on 9<sup>th</sup> May 2017 - £145.00.
  - Society of Local Council Clerks Quotes, Contracts and Tendering on 23<sup>rd</sup> June 2017 - £145.00
  - Society of Local Council Clerks Regional Conference on 6<sup>th</sup> September 2017 - £69.00.

### **8. Planning**

#### **8.1. Planning Applications**

- 20170277**-Single storey side & rear extension-85 Lodge Lane, Old Catton, NR6 7HQ.
  - 20170262**-Replacement of windows (listed building)-2 Hall Drive, Old Catton, NR6 7DW.
  - 20170220**-Erection of detached dwelling-Plot 2 (Phase 2)-St. Faiths Road, Old Catton, NR6 7BL.
  - 20170193**-Detached dwelling-Plot 9 (reserved matters application following outline approval 20141955) (Phase9)-St. Faiths Road, Old Catton, NR6 7BL.
  - 20170222**-Demolition of existing buildings, erection of 7 detached residential dwellings and associated accesses-Repton House, Parkside Drive, Old Catton, NR6 7DP.
- 8.2. To receive correspondence from Broadland District Council re. 17 Carterford Drive, Old Catton (copy herewith).
  - 8.3. To receive correspondence from Broadland District Council re. Anglian Water planning application (copy herewith).

8.4. To receive correspondence from Broadland District Council re. S106 money for Repton House (copy herewith).

### **9. Property and Responsibilities**

- 9.1. To receive report regarding War Memorial and to consider any matters arising therefrom.
- 9.2. To receive report regarding Bus Shelters and to consider any matters arising therefrom.
- 9.3. To receive report regarding Churchyard and to consider any matters arising therefrom.
- 9.4. To receive report regarding Cemetery and to consider any matters arising therefrom.
- 9.5. To receive report regarding Lavaré Park and to consider any matters arising therefrom.
- 9.6. To receive report regarding Church Street Recreation Ground and to consider any matters arising therefrom.

### **10. Policies and Procedures**

- 10.1. To consider draft 5 year strategic plan and action plan (copy herewith).
- 10.2. To consider correspondence from Positive Outcomes with regard to apprenticeship training for the Clerk and Deputy Clerk (copy herewith).
- 10.3. To receive training details for councillors (copy herewith).
- 10.4. To consider amendment to Scheme of Delegation policy (copy herewith).

### **11. Street Lights, Hedges, Paths, Verges and Highways**

- 11.1. To note any matters needing attention.
- 11.2. To receive update from councillors regarding SAM 2 (copy herewith).
- 11.3. To consider applying to Norfolk County Council to make Oak Lane one way.
- 11.4. To receive correspondence from BDC re. Street Numbering (copy herewith).
- 11.5. To receive an update regarding the installation of TRODS.
- 11.6. To receive correspondence from NCC re. Proposed junction and crossing improvements at Chartwell Road, St. Clements Hill and Spixworth Road (copy herewith).
- 11.7. To receive invitation from NCC re. NDR Forum on 23<sup>rd</sup> March.
- 11.8. To receive correspondence from NCC re. Street light in Dixons Fold (Lucerne Close) (copy herewith).

### **12. Correspondence**

- 12.1. To receive thank you letter from Norfolk Citizens Advice re. Grant.
- 12.2. To receive Broadland District Councils Overview and Scrutiny Committee Summary (copy herewith).
- 12.3. To receive correspondence from Locality re. How to keep it local (copy herewith).

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 receive facility agreement from BDC re. CIL Loan (copy herewith).

Mrs Melanie Eversfield  
Clerk of the Council