

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT 7.00P.M. ON MONDAY 11<sup>TH</sup> DECEMBER 2017**  
**AT THE PAVILION, CHURCH STREET, OLD CATTON**

**PRESENT:** Mr D Elmer                      Mrs L Fawke                      Mr A Jackson-Dennis  
Mr D King                          Mr B Leggett                     Mrs J Leggett  
Mr B Sabberton-Coe              Mr R Tovell                      Mr M Vincent

Norfolk County and Broadland District Councillor Mrs K Vincent  
Broadland District Councillor Mr K Leggett  
6 Residents

**108. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillor Mrs A Chandler and Mr B Honess due to holiday commitments, Miss Wilkin due to unforeseen circumstances and Mr B Palmer due to being unwell.

**109. TEMPORARILY SUSPEND STANDING ORDERS TO CHANGE THE ORDER OF BUSINESS**

Councillor J Leggett explained that it was necessary to change the order of business to rescind the Financial Reserves Policy.

**110. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS**

Interests were declared as follows –  
Councillors Mr B Leggett and Mr B Sabberton-Coe - Village Hall Management Committee.

**111. MINUTES OF THE MEETING OF 13.11. 2017**

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

**112. MATTERS ARISING**

Item 96.4 – it was confirmed that a letter from Catton Park Trust Ltd to the Parish Council had been received.

**113. MINUTES OF THE EXTRAORDINARY MEETING OF 23.11.2017**

Councillor J Leggett proposed an amendment to the minutes to include a maximum pay range. It was AGREED that the amended Minutes be confirmed as a true record and signed by the Chairman.

**114. MATTERS ARISING**

There were no matters arising.

**115. PUBLIC DISCUSSION**

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

Written report from the Police for November was circulated at previous Parish Council meeting. As the Police were not present no further updates were received.

Broadland District Councillor Ken Leggett gave some background to the Grow Your Own Community and requested support from the community for the initiative. He highlighted Item 14 on the Agenda and expressed his concerns regarding traffic flow and stopping and the moving of the pedestrian crossing. He noted that Item 12.1 contained planning application for minor amendments to planning permission for the Repton House development. He commented that Broadland District Council were supportive to facilitate the Humphry Repton Anniversary celebrations in 2018. He stated that November recycling tonnage was 4.2tons and reminded those present to continue to use the facilities at Morrisons, The Woodman PH, The Maids Head PH and The Old Rectory to support Catton Park.

Norfolk County and Broadland District Councillor Vincent gave updates on the NDR Cromer Rd/Wroxham Rd opening, on the VAS that was knocked down by the fallen tree on St Faiths Road; Highways would now replace this machine this financial year and no contribution was required from the Parish Council. She has spoken to Highways regarding the proposal for 20mph road markings on Proctor Road; Highways felt that additional markers to the speed signs and traffic calming measures would do little to prevent persistent speeding drivers. No further lining of Proctor Road would be considered by Highways. She asked that the reporting of pot holes in the roads be reported via Norfolk County Council's website to expedite their repair. She also highlighted that the Local Plan Consultation would be starting the first week of January 2018 and would remain open until 22<sup>nd</sup> March 2018; the Plan can be viewed at [www.gnlp.org.uk](http://www.gnlp.org.uk).

A resident questioned the Parish Council's proposed budget figures in regard to Catton Park (Item 11.5). The resident also questioned whether the impact of the NDR had been considered during the planning of the cycle lane across Chartwell Road (Item 14). Another resident raised concerns over the traffic congestion and parking on White Woman Lane and Long Road, close to the junior school. The resident stated that it had increased significantly and school staff and parents were causing obstructions to the resident's property. Councillor D King confirmed that he regularly uses the bus service which can sometimes take up to 40 minutes to travel the length of White Woman Lane. The Chairman requested the resident write to the Parish Council with his concerns and the Parish Council would then raise these issues with Norfolk Constabulary.

The meeting resumed.

- 116.** The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. It was AGREED that the supervisors would be requested to use bin bags in the bins at the children's play area at Lavare Park and monitor their use. If there is a problem with using these bags the matter will be returned for consideration of new bins. It was AGREED that a new bin at the bus stop on the corner of Church Street/St Faiths Road be requested from Broadland District Council. Councillor J Leggett highlighted that Old Catton currently has good community organisations that are well attended, however, the Parish Council was open to idea for the Grow Your Own Community scheme and would collate responses from the surveys. It was AGREED that a letter to Norfolk Constabulary be sent regarding the resident's complaint regarding traffic and parking on Lodge Lane. It was AGREED that the Clerk would further investigate the storage garage to establish property ownership and condition of the building and report back.
- 117. POLICIES AND PROCEDURES**
- 117.1. Following motion put forward by nine Councillors, as required in the Standing Orders, it was AGREED to rescind the Financial Reserves Policy.
- 117.2 The revision of councillor's responsibilities was considered. It was AGREED that Councillor Jackson-Dennis would join the Staffing Committee, Councillor King would join the Planning Committee and Councillor Vincent would help Councillor Honess with the SAM2.
- 118. FINANCE**
- 118.1. Payments and receipts  
It was AGREED that the list of payments and receipts, with vouchers 424 to 480 on the payment schedule up to 04.12.2017 with expenditure of £37,387.65 and income of £4,072.00 be approved. A comparison of income and expenditure with an up to date bank reconciliation were noted.
- 118.2. Auditing Solutions will carry out Interim Audit on 25<sup>th</sup> January 2018.
- 118.3 It was AGREED the Councillor M Vincent would be removed as a signatory for the Parish Council bank account and Councillor Jackson-Dennis would be added as a signatory.
- 118.4 Cemetery fees had been considered and AGREED in June 2017. Councillors AGREED not to review the fees further. Pavilion hire fees were AGREED, a copy is attached to the official minutes.
- 118.5 Draft budget and precept figures for 2018/19 were considered. Final budget and precept to be agreed at next meeting.
- 119. PLANNING**
- 119.1 **20172058**-Two Storey Rear Extension & Flat to Pitched Roof at Front – 98 Spixworth Road, NR6 7NG.  
NO OBJECTION

**20172046**-Detached Dwelling – Plot 9, St Faiths Road, NR6 7BW.

NO OBJECTION

**20172020**-Single Storey Side/Rear Extension – 11 Colkett Drive, NR6 7ND.

NO OBJECTION

**20172036**-Application for minor material amendments to planning permission ref 20170222 comprising (1) revisions to house type at Plot 4; (2) enclosure of car lodges at Plots 4 and 7 to create garages; (3) use of washed gravel instead of brickweave on driveways; (4) change in future management of landscaped area to front of Plots 2 and 3 – Repton House, Parkside Drive, NR6 7DP.

NO OBJECTION

**20171993**-Erection of bus shelter at existing bus stop – White Woman Lane, Old Catton.

NO OBJECTION

**20171977**-Single Storey Side and Rear Extension – 10 Grange Close, NR6 7DH.

NO OBJECTION

**20171936**-Erection of Car Port to Front of dwelling and Re-siting of Existing Motorcycle Shed – 22 Players Way, NR6 7AU.

NO OBJECTION

119.2. There were no other planning matters.

**120. PROPERTY AND RESPONSIBILITIES**

120.1. Councillor J Leggett has received an invitation from Hall School to attend the Christmas Fayre on 18<sup>th</sup> December. All Councillors are invited to attend.

**121. STREET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS**

121.1. Councillor K Vincent provided Council with an update regarding the new cycle path and change of pedestrian crossing at Chartwell Road/Spixworth Road. A lengthy discussion followed. A list of points were agreed for Councillor K Vincent to raise further with Highways; these include timings of the works, type of pedestrian crossing proposed, whether there has been public consultation, consideration of HGV diversion route, confirmation of number of cyclists/pedestrians who use the crossing. It was AGREED that the Parish Council would write to Highways in support of Councillor K Vincent's objections.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.05pm.

Chairman, 8<sup>th</sup> January 2018