

Old Catton Parish Council

The Pavilion, Church Street, Old Catton, NR6 7DS

Clerk of the Council: Ms Sarah Vincent

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7th March 2018

Dear Councillor,

An **Ordinary** Meeting of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 12th March 2018 at 7.00pm** at which your attendance is requested.

Agenda

1. To receive and approve apologies for absence.
2. To temporarily suspend Standing Orders to change the order of business.
3. To receive any declarations of interest in items on the agenda and to consider any requests for dispensation.
4. To approve the Minutes of the Ordinary Council Meeting, held on 12th February 2018 (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. Policies and Procedures

- 8.1 To consider rescinding the Earmarked Reserves for 2018/19 budget allocation following motion put forward by Councillors.
- 8.2 To consider and approve Terms & Conditions of Hire for the Pavilion.
- 8.3 To confirm revision of the following Council policies and procedures and approve amendments made:-
 - Records Management and Retention Policy
 - Safeguarding Children, Young People and Vulnerable Adults Policy
 - Disability Discrimination Policy
 - Training Statement of Intent
 - Staff Recruitment Policy

9. Finance

- 9.1 To approve payments, note receipts, bank reconciliation and comparison of income and expenditure with the budget for the 2017-2018 financial year (copy herewith).
- 9.2 To consider BACs procedure for online banking (copy herewith).
- 9.3 To consider Parish Council credit card.
- 9.4 To reconsider quotation for proposed new Noticeboard at White Woman Lane/Spixworth Road (copy herewith).
- 9.5 To consider recommendations from the Grants Working Group.

10. Planning

- 10.1 Planning Applications (copy available on Broadland District Council website – <https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>)
 - 20180291**-Raised Eaves, Ridge and Chimney Stack, Erect Two/Single Storey Rear Extension, Enlarge Existing Porch Outside South Front Door and Erect Double Garage on Land Side and Rear of House – Hunters Lodge, 145 Spixworth Road, Old Catton, NR6 7DU.
 - 20180280**-Detached Cart Shed Style Double Garage to Front Garden – 7 Church Street, Old Catton, NR6 7DJ.
 - 20180284**-Demolish Linked Garage, Erect Two Storey Front/Side and Rear Extension, Erect Porch Outside Front Door, Alter Front Boundary Wall – 224 St Faiths Road, Old Catton, NR6 7AH.

10.2 To note any other planning matters.

11. Property and Responsibilities

11.1 To receive report from Claire Lincoln – Sprowston Youth Engagement Project.

11.2 To receive report on proposed changes to cremation plots at the Cemetery (copy herewith).

11.3 To consider an Old Catton “Great Spring Clean”

11.4 To consider organising a Community Garage Sale (report herewith).

11.5 To consider ideas for WWI Anniversary Memorial.

11.6 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 consider email from resident requesting additional grit bin to be provided at The Warren (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 consider verbal report from Staffing Committee.

15. To note date of next meeting as Monday 9th April 2018 at 7pm at the Pavilion, Recreation Ground, Church Street, Old Catton.

Ms Sarah Vincent
Clerk of the Council