

## **OLD CATTON PARISH COUNCIL**

### **Annual Report 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017**

Welcome to this year's Annual Report on the activities of your Parish Council.

I am pleased to report that it has been another successful and challenging year for the Parish Council. Our strong and enthusiastic Council continues to push forward the interests of the Parish and is working hard to achieve the best results possible. I would like to warmly welcome Mr Daniel Elmer and Mrs Judy Leggett to the Council and am confident that they will contribute towards the work of the council for the community in which we serve.

The Parish Council is delighted to have been the driving force behind the Neighbourhood Plan, which sets out the visions and aspirations of the Parish. This Plan has now been adopted by Broadland District Council and now forms part of the local plan thus meaning that it will have to be considered when planning decisions are made in Old Catton. The plan can be found on our website. I would like to take this opportunity to thank the community for their support in producing and accepting this Plan; this is your document giving you the opportunity to have your say about what happens in your Parish.

In addition to this the Council remains in close contact with the local planning authority and developers to ensure that the needs of the Parish are considered in all future redevelopment. In particular, areas for redevelopment that we have been taking a keen interest in are Beyond Green, Dixons Fold, Repton Avenue and Repton House. The Council has been studying the plans closely in line with our Neighbourhood Plan and ensuring that the Parishes wishes are well heard.

The Parish Council has continued to look for ways to make improvements within the community. Areas identified include the resurfacing of the over 9's play equipment and the fitness equipment at Church Street Recreation Ground, creating a car park outside and installing lighting along the pathway to Hayman Lodge at Catton Park, installing an independent electricity supply to Hayman Lodge and the installation of a wooden structure at the rear of Hayman Lodge to house machinery for the upkeep of Catton Park. The Council is paying for these projects by taking out a loan from Broadland District Council ahead of its allocation of Community Infrastructure Levy (CIL) as it is considered that the works will improve community usage of both sites.

Turning to particular projects that the Parish Council has undertaken I am delighted to say that the council now has its own independent website which we hope will be helpful and informative to our parishioners and readers.

Alongside the Neighbourhood Plan the Council has just adopted a 5-year strategic plan. The aim of the plan is to provide residents with clear insight of what the Council is trying to achieve and how it expects to deliver this.

The Council continues to support the Sprowston Youth Engagement Project which organises the Old Catton Youth Group in the Parish on a Thursday evening.

As part of the Parish Partnership Scheme with Norfolk County Council I am pleased to report that the bus shelters in Lodge Lane and The Paddocks have now been installed and the installation of the TROD footpaths in Swansgate and Woodham Leas should be completed by the time this report goes to print. The SAM2 is proving to be of great use within the Parish and is highlighting some important facts and figures which are being used when talking to the Police and Local Authorities.

We have just been given approval for an additional bus shelter in White Woman Lane as part of the new financial years Parish Partnership Scheme.

Finally, I would like to thank my fellow Councillors and the Council staff for their continued hard work during the year.

**Bradley Sabberton-Coe**  
**Chairman of the Old Catton Parish Council**

### **Parish Council Information**

Old Catton covers an area of 233 hectares and has a population of approximately 6,130 residents of which approximately 4,853 are of voting age.

Full Council meetings, which include consideration of planning applications, are held on the second Monday of each month at 7pm at the Pavilion, Church Street.

Agendas can be viewed in the Council offices or on the Parish Council web site.

Members of the public are welcome to attend these meetings and have the opportunity to address the Council on any Parish issues during the public forum.

You are able to visit the Council office for help and advice from the Clerk and her staff on local matters or to make a request to view council records. Copies of all current planning applications for Old Catton can also be viewed at the office.

Office Address: The Pavilion, Church Street, Old Catton, NR6 7DS  
Telephone: (01603) 423880  
Email: [clerk@oldcattonparishcouncil.co.uk](mailto:clerk@oldcattonparishcouncil.co.uk)  
Web Site: [www.oldcattonparishcouncil.co.uk](http://www.oldcattonparishcouncil.co.uk)  
Office hours: Monday – Friday 9.30am – 1.30pm (except public holidays)

### Your Parish Councillors

The Parish Council consists of 13 elected members who serve for a term of 4 years. The next Parish Council elections will take place in May 2019. Councillor details are as follows:

Mr J Arnott	210 St. Faiths Road, NR6 7AG	429512
Mrs A Chandler	The Croft, 60 Church Road, Swainsthorpe NR14 8PR	01508 470388
Mr P Crisp	61 The Warren, NR6 7NN	415327
Mr D Elmer	22 Marauder Road, NR6 6HD	07575578972
Mrs L Fawke	60 Spixworth Road, NR6 7NF	400882
Mr B Honess	1 Colkett Drive, NR6 7ND	419943
Mr B Leggett	30 Garrick Green, NR6 7AL	429986
Mrs J Leggett	30 Garrick Green, NR6 7AL	07729121683
Mr B Palmer	45 Catton Chase, NR6 7AS	465514
Mr B Sabberton-Coe	62 Garrick Green, NR6 7AN	483976

Mr R Tovell	136 Proctor Road, NR6 7PH	414206
Mr M Vincent	4 Colkett Drive, NR6 7ND	485460
Miss P Wilkin	Church Barn, Rackheath, NR13 6QT	781050

The Council employs 7 members of staff: -

Mrs Melanie Eversfield	Parish Clerk
Ms Sarah Vincent	Deputy Clerk
Miss Lucy Morgan	Admin Assistant
Mr Scott Fountain	Groundsman
Mr Malcolm Wilkin	Recreation Ground Supervisor
Mr Colin Franklin	Recreation Ground Supervisor
Mrs Maureen Wilkin	Recreation Ground Supervisor

**What does the Parish Council do?**

The Councils main activities are as follows: -

1. The management and maintenance of:
  - Church Street Pavilion and Recreation Ground
  - Lavaré Park
  - War Memorial
  - Churchyard
  - Cemetery
2. Street furniture such as bus shelters, notice boards and bins.
3. The Council undertakes grass cutting on behalf of Norfolk County Council; in general this is the verges throughout the Parish.
4. Debates local planning applications and passes its comments to Broadland District Council to aid their decision making process.
5. Liaise with both the County and District Councils to maintain and improve their standards of service.

**Where your money was spent in 2016/2017**

Please note 2016/2017 figures are subject to approval/audit and are based on Income and Expenditure. Please also note that more detailed financial records can be viewed and obtained from the Parish Council offices.

**OLD CATTON PARISH COUNCIL**

**Income and Expenditure Account**

**01/04/2016 to 31/03/2017**

<b>31.03.2016</b>	<b><u>INCOME</u></b>	<b>31.03.2017</b>
165,000	Precept from Broadland D. C.	168,507
2,939	Delegated functions	2,977
134	Lavare Park	100
782	New Homes Bonus	-
5,985	S106 / CIL Monies	64,768
2,070	Bank interest	1,103
12,579	Cemetery fees	18,090

150	Payment by P C C for cutting open Churchyard	150
7,827	Hire charges and lettings	7,040
-	- Catton Park Labour Recharge	-
-	- VAT Refund	-
77	Income from bottle banks	-
3,080	Transitional Grant from BDC	1,253
5,036	Miscellaneous	6,916
<u>205,660</u>		<u>270,904</u>
	<b>EXPENDITURE</b>	
2,939	Delegated functions	2,958
-	- Repayment of loans	-
105	Capital works	16,300
818	Miscellaneous	6,987
70,616	Administration	81,309
150	Grants & S137	700
10,657	Cemetery and Churchyard	13,314
65,927	Recreation Ground, running costs	59,113
2,960	Lavare Park, running costs	3,906
7,489	Plant and machinery	19,557
6,849	Street lighting	12,506
-	- Woodham Leas amenity land	-
17,000	Catton Park (Grant & Labour)	30,000
-	- VAT	-
5,783	Contingency Fund	4,600
-	- Reserves for future projects	-
5,985	S106 Monies, Play Equipment	12,958
<u>197,277</u>		<u>264,208</u>

#### Bank Reconciliation as at 31st March 2017

Balance brought forward at 01/04/2016	£207,684.02
Income to 31/03/2017	£289,939.57

<b>Total</b>	<b>£497,623.59</b>
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Expenditure to 31/03/2017	£283,169.36
Current Account at 31/03/2017	£4,911.48
Active Saver at 31/03/2017	£159,300.00
Co-operative at 31/03/2017	£50,577.16

Sub-total	<u>£497,958.00</u>
Less payments outstanding	£334.41
<b>Total</b>	<b><u>£497,623.59</u></b>

Report produced by Mrs Melanie Eversfield, Clerk to the Council