

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT 7.30 P.M. ON MONDAY 2<sup>nd</sup> SEPTEMBER 2013**  
**AT THE PAVILION, CHURCH STREET RECREATION GROUND**

**PRESENT:** Mr J Arnott                      Ms W Atkinson                      Mrs A Chandler  
Mr C Green                      Mr B Honess                      Mr B Leggett  
Mr B Palmer                      Mr B Sabberton-Coe                      Mr D Thompson  
Mr G Tingle                      Mr M Vincent                      Miss P Wilkin  
Mrs J Williams

Mrs J Leggett, Norfolk County Councillor  
Mr K Leggett, Broadland District Councillor  
PCSO L Calton-Porter  
2 residents

**58. APOLOGIES FOR ABSENCE**

No apologies were received.

**59. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**

Interests were declared as follows –

Mr B Sabberton-Coe and Mr G Tingle as Trustees of the Catton Park Trust.  
Mr B Leggett as Secretary of the Village Hall Management Committee.

**60. MINUTES OF THE MEETING OF 08.07.2013**

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

**61. MATTERS ARISING**

61.1 Correspondence from Norfolk County Council regarding the slurry footpath in The Warren, Old Catton was received and noted.

**62. PUBLIC DISCUSSION**

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

A copy of Mrs J Leggett's report and Police reports were circulated and attached to the official minutes.

PCSO L Calton-Porter showed all those present the new smiley SID device which can be used for detecting speeding vehicles. He stated that he had been conducting speed checks earlier on in the day with other colleagues. In Spixworth Road 354 vehicles passed with only 7 exceeding the speed limit. However, in St. Faiths Road 70 vehicles passed with only 3 sticking to the speed limit. He urged the council to contact Norfolk County Council to see if any further traffic calming measures can be put in place.

PCSO L Calton-Porter also urged all those present to attend the next SNAP meeting, which will be held on 10<sup>th</sup> September in Spixworth.

Mr K Leggett reported on various consultations and meeting taking place at Broadland District Council. He also thanked the council, in particular, Mr B Palmer for the defibrillator and CPR training.

Mrs J Leggett gave an update on various things happening at Norfolk County Council. She also stated that she will be holding a surgery at Morrisons supermarket on 12<sup>th</sup> September 2013 between 4pm and 6pm.

Mr T Watts thanked the council for the site meeting held on Spixworth Road with Norfolk County Council. He stated that it was progress.

The meeting resumed.

### **63. FINANCE**

#### **63.1. Payments and receipts**

It was AGREED that the list of payments and receipts, with vouchers 192 to 274 in the financial year ending 31.3.2014 with expenditure of £20,894.90 and income of £14,439.52, be approved. The comparison of income and expenditure with the budget was noted.

Mrs A Chandler stated that the budget had been closely looked at and savings will be made by utilizing the staff as much as possible and various other cutbacks.

63.2 The Clerk stated that following a meeting with the Vice Chairman it had been decided to close one savings account and change the second savings account to an active saver account, thus earning more interest each year. It has also been agreed to re-invest £50,000 with the Co-operative for a further 12 months. The Council agreed that this was a good decision all round.

63.3 Correspondence regarding the Parish Partnership with Norfolk County Council was discussed. It was AGREED to replace all 230 parish council owned street lights to LED. The total costing would be £78,658.00 with £10,259.74 being received from NCC. The remaining £68,398.26 to be taken from the Council's reserves. It was mutually agreed that by taking this step it would eventually reduce the current budget for street lighting.

### **64. PLANNING**

#### **64.1 Planning Applications**

**20131084**-Outbuilding to rear-10 Grange Close, Old Catton, NR6 7DH.

NO OBJECTION

**20131050**-Two storey front and side extensions-183 West Acre Drive, Old Catton, NR6 7HX.

NO OBJECTION

**20131106**-Erection of two storey front and single side extensions-55 Priors Drive, Old Catton, NR6 7LJ.

NO OBJECTION

#### **64.2 Parish Plan**

The interim update of the Parish Plan was considered and approved. It was AGREED that a further meeting of the working group was necessary. The Clerk to arrange a meeting. The Clerk to also look at possible funding for updating the plan.

#### **64.3 Other planning matters**

A 9 foot wall in Church Street is eroding. As it is in the conservation area the Clerk is to contact the owner to get it maintained as soon as possible.

### **65. CHURCH STREET RECREATION GROUND**

65.1 Mr Arnott stated that he had looked at the hedging on the western boundary of the Recreation Ground. Ivy is encroaching on to the Recreation Ground. The Grounds man is to try and cut back the hedge as much as possible, however there is a wrought iron fence behind the hedge which may pose a problem. The Clerk to obtain quotations to remove the hedge and erect wooden fencing.

Miss P Wilkin stated that the second bench on the eastern side of the grounds has broken and needs to be fixed. Also the litter bin by the path into Garrick Green is corroded. The Clerk to order a new bin.

**66. LAVARÉ PARK**

**66.1. Negotiations with the Junior Football Club**

The Chairman, Mr Honess and the Clerk were going to attend a site meeting with the Football Club on Tuesday 3<sup>rd</sup> September 2013.

The Chairman informed the Council that although no lease has been signed yet the Football Club wish to take over maintenance of the pitches with effect from 15<sup>th</sup> September. The Chairman and Clerk had agreed to this.

**66.2 Any other matters requiring attention**

The Clerk reported that the 'No Dogs Allowed' signs had been ordered and were erected by Mr Honess over a week ago. Since then 2-3 have gone missing. Mr Honess asked that the wire fencing on the far right hand side of the park be fixed. It was AGREED to wait until the fencing has been installed around the football pitches. It was also AGREED to ask the police to patrol the site to try and stop dogs being allowed to walk on the park. The Clerk to also look at the new play equipment.

**67. CEMETERY AND CHURCHYARD**

67.1 It was noted that the Churchyard and Cemetery were both in good order.

**68. WAR MEMORIAL**

68.1 Mrs Williams stated that in general the War Memorial was in good order. There was a few weeds. The Grounds man to deal with this. Mr Arnott stated that he would be putting the trough for the Poppies out on 26<sup>th</sup> October.

**69. BUS SHELTERS**

69.1 It was noted that the Bus Shelters were all in good order.

**70. VILLAGE HALL**

70.1 Mr Leggett reported that Pat Howlett was very ill and therefore not able to continue with the work she did for the village hall. The committee is looking for someone to take on the cleaning of the hall and taking the bookings. The Clerk to give Mrs Wilkin's telephone number to Mr Leggett.

**71. CATTON PARK**

71.1 Mr Tingle stated that the family fun day on 1<sup>st</sup> September had been a great success. Two trustees have stepped down from the committee and therefore there are two vacancies if anyone is interested. The next trustees meeting will be on 9<sup>th</sup> September at 5pm at the Pavilion. Starting from 1<sup>st</sup> October a 5K park run will be taking place in the park as part of Active Norfolk.

**72. HIGHWAYS**

72.1 Mr Arnott stated that the majority of potholes revolve around man-hole covers. The Clerk to contact Norfolk County Council to seek a better resolution for this problem.

72.2 The footpath on St. Faiths Road between Age UK and The Elms is still overgrown. The Clerk to chase Ian George at Norfolk County Council.

72.3 The special red surface on crossing in Spixworth Road, between Church Street and Burma Road, needs resurfacing. The Clerk to contact Chris Mayes about this.

72.4 Mr Tingle stated that the kerb on Fifers Lane/Dowding Road is broken but has been marked for repair.

73. Mr Arnott reported on a meeting of the Airport Consultative Committee which was held on 5<sup>th</sup> August 2013. This summer has seen a 10% increase of usage of the airport with 2012 having the most helicopters in and out of the airport. Major consultations are taking place through the UK regarding the need for extra runways.

Site 4 of the airport has received planning permission which should have created 1,000 in 10 years' time, with scope for education, training and apprenticeships.

74. The Asset Register for 2012-13 was considered and APPROVED.

**75. FREEDOM OF INFORMATION**

75.1 The Freedom of Information Publication Scheme was considered. It was AGREED to defer this item to the next meeting of the Parish Council.

75.2 The following policies associated with the Publication Scheme were considered. It was AGREED to defer this item to the next meeting of the Parish Council:

- Members' Allowances;
- Public Participation;
- Equal Opportunities;
- Disability Discrimination;
- Health and Safety;
- Recruitment;
- Request for access to information;
- Complaints.

**76. CORRESPONDENCE**

76.1 Broadland District Council re. Invitation to the Broadland Housing and Growth Forum. Any member wishing to attend to inform the Clerk.

76.2 Norfolk County Council re. Budget 2014-2017. Noted.

76.3 Local resident re. Play Equipment at the Recreation Ground. AGREED that a letter of apology be sent, explaining that the Council is looking into ways in which the problem can be solved.

76.4 Norfolk County Council re. Northern Distributor Road (NDR) Consultation. Responses are to be made by 20<sup>th</sup> September 2013. Therefore, any member wishing to make any response must send their comments to the Clerk by the 19<sup>th</sup> September 2013.

76.5 Norfolk County Council re. Catton Parish Ranger visit. All matters needing attention to be given to the Clerk by 25<sup>th</sup> September 2013.

**77. MATTERS FOR FUTURE MEETINGS**

Any matters for future meetings to be given to the Clerk.

**78. DATES FOR NEXT MEETING**

Parish Council – Monday 14<sup>th</sup> October 2013, 7.30pm at the Pavilion.

Parish Council – Monday 11<sup>th</sup> November 2013, 7.30pm at the Pavilion.

Parish Council – Monday 9<sup>th</sup> December 2013, 7.30pm at the Pavilion.

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

Chairman, 14<sup>th</sup> October 2013