

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.30 P.M. ON MONDAY 10th FEBRUARY 2014
AT THE PAVILION, CHURCH STREET RECREATION GROUND

PRESENT: Mr J Arnott Mrs A Chandler Mr C Green
Mr B Leggett Mr B Sabberton-Coe Mr B Palmer
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
2 Norfolk Constabulary
13 residents

154. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Atkinson and Honess due to other engagements.

155. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

Interests were declared as follows –

Mr B Sabberton-Coe and Mr G Tingle - Catton Park Trust.

Mr B Sabberton-Coe, Mr B Leggett and Mr B Palmer - Village Hall Management Committee.

156. MINUTES OF THE MEETING OF 13.01.2014

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

157. MATTERS ARISING

There were no matters arising.

158. PUBLIC DISCUSSION

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

PCSO S Lydon conveyed PC K Lamberts apologies for not being able to attend the meeting. She introduced PCSO S McCue as the new PCSO for Old Catton. PCSO Lydon reported on the police report, a copy of which is attached to the official minutes. She stated that with regards to the recent burglaries two people are in custody for questioning. There is an ongoing operation solely dedicated to the burglaries.

Cllr Green asked if there was any trend with the theft of catalytic converters from vehicles. PCSO Lydon stated that she believed this was a one off opportunist theft.

Cllr K Leggett reported on the recent review of polling districts. He also stated that a meeting regarding Beyond Green will be taking place at Broadland on Thursday 27th February. Cllr Leggett stated that the amended planning application for 67 Spixworth Road will be considered at the planning committee meeting in April.

A few residents of Austin Way expressed their concerns and made comments on the proposals for the piece of land that the Parish Council has just acquired. Cllr Arnott stated that the residents' concerns have been taken into account and explained further the proposal. Once exact plans have been put in place with regards to the play area and wildflower meadow the Clerk will further consult with the residents.

Cllr J Leggett read her report, a copy of which is attached to the official minutes, and updated all those present on various other items such as the Ofsted report for White Woman Lane School. She also reiterated that Church Street will be closed from 17th to 19th February.

The meeting resumed.

159. FINANCE

159.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 477 to 508 in the financial year ending 31.3.2014 with expenditure of £91,151.97 and income of £7,652.89, be approved. The comparison of income and expenditure with the budget and bank reconciliation was noted.

159.2. Cllr Chandler stated that after the last meeting Broadland District Council has reviewed its decision to give all Town and Parish Councils the transitional grant handed down to them by Central Government. Therefore, the Parish Council will now receive a grant of £4,781.00 on top of the £155,000.00 precept that it had agreed at the January meeting. It was AGREED that the grant should be earmarked for future projects within the Parish.

160. PLANNING

160.1 Planning Applications

20140159-Extension to Garage-3 The Elms, St. Faiths Road, Old Catton, NR6 7BP.

NO OBJECTION

20131653-Erection of Dwelling with attached Garage (Amended Plans)-67 Spixworth Road, Old Catton, NR6 7NQ.

OLD CATTON PARISH COUNCIL IS PLEASED TO SEE A REDUCTION IN THE SIZE OF DEVELOPMENT. ITS PREVIOUS COMMENTS STAND.

160.2 Other planning matters

The Clerk reported on correspondence received from Broadland District Council regarding planning application 20131666-67 Spixworth Road. It was noted that this application has now being granted permission.

The Clerk also reported on a letter received from Broadland District Council regarding development of land at Land East of Buxton Road, Spixworth. It was AGREED that the Clerk seeks a map of the site in question and brings back at the next meeting.

161. CHURCH STREET RECREATION GROUND

161.1 The Clerk reported that there had been a problem with the flood lights. She is in the process of seeking remedial repairs.

Cllr Leggett stated that he was meeting a contractor at the Village Hall to discuss renovating the car park and that he would bring the contractor to the Recreation Ground to quote for repairing the car park too.

162. LAVARÉ PARK

162.1. Negotiations with the Junior Football Club

The Clerk reported that negotiations are proceeding well. The Chairman reported that the existing play equipment is being removed in the coming week to allow for further car parking at weekends when football is on.

162.2 Any other matters requiring attention

It was AGREED that the Chairman would seek quotes for the installation of a gate on the new car park and for knee rails on the boundary of the newly acquire land to prevent v vehicles parking. Cllr Arnott to take control of the wildflower meadow section. Once further information comes forth with regards to play equipment the Clerk to liaise with the residents of Austin Way once again.

163. CEMETERY AND CHURCHYARD

163.1 It was noted that the Churchyard and Cemetery were both in good order. The Clerk reported that when the contractor was working on the drain covers at the Cemetery they advised that the Council should have a new soak away installed to prevent the drains from blocking again. The quote for £550.00 was AGREED.

164. WAR MEMORIAL

164.1 Councillor Mrs Williams stated that in general the War Memorial was in good order.

165. BUS SHELTERS

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

166. VILLAGE HALL

166.1 Councillor B Palmer stated that the Village Hall was in good order and that the new fencing between the car park and Catton Park had been installed.

167. CATTON PARK

167.1 Councillor Tingle stated that Catton Park Run is still being well received with approximately 100 attendees per week. There has been a change in Trustees. The deadline for the survey is today (10th February). The consultants had met with the Trustees. There were some contentious points raised and a compromise has been agreed.

168. HIGHWAYS

168.1 The Chairman reported that he had received several complaints regarding the new LED lights and the fact that the light does not 'spread' as far as the old lanterns did. The Clerk had received information from the lighting contractors and stated that an upgrade to the new lanterns can be purchased at a cost of £90.00 a unit to help 'spread' the light. It was AGREED to leave it as it is at the moment and see what happens in the coming months. The Clerk to also see what the upgrade actually is.

168.2 The Clerk reported that following her email correspondence regarding the Parish Partnership for 2014/2015 it was AGREED that an application be made to Norfolk County Council to install a Vehicle Activated Sign (VAS) in Church Street that flashes '20MPH SLOW DOWN' at a cost of £4,264.50. It was AGREED that the Parish Council would contribute £2,132.25 towards this.

168.3 The request for additional street lighting to be installed on the pedestrian path between Woodland Drive and Woodham Leas was considered. The Chairman and Cllr Leggett stated that they had visited the site and that the reason this path was in darkness was because the existing street light is not working. The Clerk to report this to the street lighting engineers.

168.4 The request for bollards on the grass verge opposite the Maids Head Public House on Spixworth Road was considered. It was AGREED that as this was on the highway the Clerk would approach Norfolk Highways department with the request.

168.5 The correspondence regarding Airport noise was discussed. It was AGREED that the Clerk responds stating that the Parish Council has no powers over this issue but would ensure that the Council representative brings this issue up at the next meeting of the Airport Consultative Committee.

169. POLICIES & PROCEDURES

169.1 The new Standing Orders, as approved by the National Association of Local Councils (NALC), were considered and AGREED.

169.2 The amended Financial Regulations were considered and AGREED.

169.3 The effectiveness of the system of Internal Audit was reviewed and AGREED.

169.4 The Risk Assessment for Old Catton Parish Council was reviewed and AGREED.

169.5 The policy for Handling DBS Certificate Information was considered and APPROVED.

169.6 The Policy Statement on the Recruitment of Ex-Offenders was considered and APPROVED.

170. CORRESPONDENCE

- 170.1 Broadland District Council re. Review of Consultation Practices. AGREED that the Clerk completes the survey on the Council's behalf.
- 170.2 Broadland District Council re. Review of Polling Districts and Polling Places. Noted.
- 170.3 Broadland District Council re. Sprowston Neighbourhood Development Plan. Noted.
- 170.4 GNDP re. Notice of Adoption. Noted.
- 170.5 Broadland District Council re. S106 money for Lodge Farm Drive. Noted.
- 170.6 Broadland District Council re. Beyond Green Programme Board Meeting. Any Councillor wishing to attend to inform the Clerk.
- 170.7 Broadland District Council re. Glass Bank Provision. It was AGREED that the glass banks at Lavaré Park and The Maids Head Public House must remain in situ. The Clerk to investigate the steps that need to be taken for this to happen.

171. MATTERS FOR FUTURE MEETINGS

- Any matters for future meetings to be given to the Clerk.
- 172. It was RESOLVED 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.
- 173. The Clerk reported that she had received 6 applications for the Supervisor vacancy. It was AGREED that Councillors Green, Palmer and Miss Wilkin join the Clerk on the interview panel on a date to be agreed.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.00pm.

Chairman, 10th March 2014