

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00 P.M. ON MONDAY 11th JANUARY 2016
AT THE PAVILION, CHURCH STREET, OLD CATTON

PRESENT: Mr J Arnott Mrs A Chandler Mr I Chapman
Mr P Crisp Mrs L Fawke Mr B Honess
Mr B Leggett Mr B Palmer Mr B Sabberton-Coe
Mr R Tovell Mrs J Williams Miss P Wilkin

Norfolk County Councillor Mrs J Leggett
Broadland District Councillor Mr K Leggett
Broadland District Councillor Mrs K Vincent
2 residents

149. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Vincent due to illness.

150. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

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

151. MINUTES OF THE MEETING OF 14.12.2015

It was AGREED that the minutes, which had been circulated with the agenda, be confirmed as a true record and signed by the Chairman. Councillor B Leggett stated that under item 133.1 he had been approached by the Old Catton Society and not the family of Mary Manning.

152. MATTERS ARISING

- 152.1. Cllr Honess stated that with regard to item 133.2 the work has already been undertaken by Old Catton Junior Football Club. The Clerk to investigate this.
It was noted that under 139.6 the hedge outside 16 Kiln Close seems to have been cut back.
Cllr Arnott stated that the information board as detailed under item 134.1 will be dealt with in the summer months.
Cllr Crisp gave an update on the Youth Engagement project. Once a full detailed plan is in place it will be presented to the Council.
The Clerk gave an update on the solar panels for the Pavilion. It was AGREED not to proceed any further with this item.

153. PUBLIC DISCUSSION

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

As the Police were not present at the meeting the Clerk distributed the crime figures for the Parish for December 2015, a copy of which is attached to the official minutes, the contents of which were noted.

Norfolk County Councillor Judy Leggett gave a report, a copy of which is attached to the official minutes. She also stated that the budget consultation ends on 13th January. All those present were also reminded of the SNAP meeting to be held on 20th January at 7pm at Spixworth Village Hall. She has met with local residents who have expressed concerns about the trees in Lancaster Close. She stated that a meeting with Highways can be arranged to deal with the Parish Councils concerns regarding traffic in the Parish and in particular the NDR and proposed developments.

Broadland District Councillor K Leggett gave an update on recycling credits and school visits for Catton Park. He stated that he would be happy to assist with community resilience in Old Catton. He also stated that Old Catton's Neighbourhood Plan has been provisionally put on Broadland Councils meeting in February.

Broadland District Councillor K Vincent stated that she is a member of the Overview and Scrutiny committee and would be happy to answer any questions residents/councillors may have. She also stated that she had recently met with residents regarding refuse and dog fouling issues in Taylors Lane. She has liaised with officers at Broadland.

The meeting resumed.

154. FINANCE

154.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 412 to 462 in the financial year ending 31.3.2016 with expenditure of £15,533.68 and income of £9,259.36, be approved.

154.2. The draft budget for 2016/2017 was APPROVED. The precept for 2016/2017 was AGREED at £168,507. The Clerk and Councillors Chandler, Fawke, Wilkin and Williams were thanked for their efforts on the matter.

154.3. The draft Cemetery and OCPC Fees and Charges for 2016/2017 were considered and APPROVED.

155. PLANNING

155.1. **20152023**-Erection of Detached Single Garage-160 Proctor Road, Sprowston, NR6 7EU.

NO OBJECTION

20152078-Proposed New Garage and Realignment of Boundary Fence-18 Carterford Drive, Old Catton, NR3 4DW.

NO OBJECTION

155.2. Correspondence from local residents regarding Meteor Close was received and noted.

155.3. There were no other planning matters.

156. NEIGHBOURHOOD PLAN

156.1. A progress report on the Neighbourhood Plan was received and noted, a copy of which is attached to the official minutes.

157. CHURCH STREET RECREATION GROUND

157.1. Following correspondence from Old Catton Cricket Club with regard to a tenure of the Recreation Ground it was AGREED that a 'lease' of 20 years, reviewed every 5 years, be implemented.

It was AGREED that a baby changing facility be erected in the largest ladies toilet facility.

It was also AGREED that the Groundsman clears the woodland area and also looks at the entrance to the Under 9's play area as puddles of water are forming once again.

158. LAVARÉ PARK

158.1. All those present were updated on the current situation regarding the vandalised play equipment and picnic table.

159. CEMETERY AND CHURCHYARD

159.1. Councillor Leggett stated that the Churchyard was in good order.

Councillor Tovell stated that he had met with the grave digger and Chairman to discuss grave alignments and had agreed a way forward which had been relayed to the Clerk for her records.

The Clerk stated that she had managed to only source two quotations for the works to the roundabout. It was AGREED to proceed with the quote from Watts and Son at a cost of £956.00.

160. WAR MEMORIAL

160.1. Councillor Mrs Williams stated that the War Memorial was in good order. She stated that the metal spikes that hold wreaths in are not fit for purpose and feels that a more robust system needs to be looked into. Councillors Arnott and Mrs Williams to look into this and bring back to a future council meeting.

161. BUS SHELTERS

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

162. VILLAGE HALL

162.1. It was noted that the Village Hall was in an excellent condition and a real asset to the Village. A baby changing facility would also be erected in the toilet facilities.

163. STREET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS

- 163.1. Councillor B Leggett stated that the TROD that was agreed as part of the Parish Partnership application at the last meeting should be a hoggin pathway and not crushed concrete. The Highways Officer to be asked if this can be changed.
- 163.2. Correspondence from a local resident regarding the requirement of an additional street light in West Acre Drive was received. It was AGREED that a response be sent stating that although the Parish Council were sympathetic to the resident's concerns there was no budget for additional street lighting at present.
The Clerk to look at solar panel lights for future reference.
- 163.3. Correspondence from Broadland District Council regarding a Tree Preservation Order in Lancaster Close was received. It was AGREED that a response be sent asking who the trees belonged too and why it was felt a TPO should be placed on them.
- 163.4. Correspondence from the NDR Community Liaison Officer was received and noted.

164. CATTON PARK

- 164.1. The Clerk stated that she was still awaiting approval from the Secretary of State with regard to the loan of CIL money from Broadland District Council.
She also stated that a contract for re-development of the website has been sought and work is progressing on this matter.
Councillor B Leggett stated that he is working on a confidential report for Trustees. He is also working with the Deputy Clerk to ensure things are up to date and professional.
It was noted that someone had been seen cutting wood from the oak tree that had fallen down.
Councillor B Leggett to look into this.

165. POLICIES AND PROCEDURES

- 165.1. Norfolk Fire and Rescue Service re. Draft Integrated Risk Management Plan 2016-2020. If any councillor has any comments they are to inform the Clerk by Wednesday 13th January 2016.
- 165.2. The Clerk gave a verbal report regarding external audit from 2017. It was AGREED not to opt-out of the Sector Led Body scheme.

166. CORRESPONDENCE

- 166.1. Savills re. Anglian Water Spixworth Booster Station. AGREED that as this dealt with land it would be discussed in private.
- 166.2. The British Heart Foundation re. Funding for Defibrillators. AGREED to apply for Hayman Lodge.
- 166.3. BDC re. Consultation. Councillors are to respond to the survey individually.

167. MATTERS FOR FUTURE MEETINGS

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

168. 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.
169. The proposed staff salaries for 2016/2017 were considered and APPROVED.
170. It was AGREED that the Clerk, Deputy Clerk and Councillor Fawke interview perspective candidates for the new office assistant.
171. The Section 106 Agreement for Repton Avenue Development was considered. It was AGREED in principle to sign the agreement but only once the agreement regarding exchange of land had been signed.
172. Correspondence from Savills regarding Anglian Water Spixworth Booster Station was considered. RESOLVED that the land in question is no longer available.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.10pm.

Chairman, 8th February 2016

DRAFT