

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00P.M. ON MONDAY 11th APRIL 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 Leggett
Mr B Honess Mr B Sabberton-Coe Mr R Tovell
Mr M Vincent Miss P Wilkin Mrs J Williams

Norfolk County Councillor Mrs J Leggett
Broadland District Councillor Mrs K Vincent
3 Residents

209. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Palmer due to illness. Broadland District Councillor Mr K Leggett sent his apologies for absence due to earlier meeting and Norfolk Constabulary also sent their apologies.

210. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

Interests were declared as follows –
Councillor B Leggett, Councillor B Sabberton-Coe - Village Hall Management Committee.
Councillor M Vincent – Neighbourhood Plan

211. MINUTES OF THE MEETING OF 14.03.2016

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

212. MATTERS ARISING

212.1 Councillor Crisp gave an update on the Youth Engagement Project. It is hoped that the project will be held at the Pavilion from the beginning of June. Ms C Lincoln had confirmed that they had received funding of £1,000 towards the project and are awaiting confirmation of further funding .

213. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. Councillor Crisp stated that he would inspect the completion certificate for works carried out by the Old Catton Junior Football Club.

214. PUBLIC DISCUSSION

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

As the Police were not present the Deputy Clerk circulated a written report, 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 She stated that the mobile library that attends Catton Court is to be withdrawn unless funding of £500 can be found to maintain it. She is considering proposing relocating the mobile library that parks on Garrick Green to Catton Court to aid the residents. She confirmed that there would be a consultation before any action is taken. She has been informed Councillors that there is no budget this year for Traffic Orders. This will include requests for "SLOW" written on the highways. She will investigate this further and report back at the next available meeting.

As Broadland District Councillor K Leggett was not present an email regarding Lancaster Place Dixons Fold was circulated in hard copy, a copy of which is attached to the official minutes, the contents of which were noted.

Broadland District Councillor K Vincent gave an update regarding the Dixons Fold development – she and District Councillor K Leggett have exercised the right to call the application to Planning

Committee. She also confirmed that 3 affordable properties have been included on the site. She also stated that although the trees on the site had been identified for protection and that root protection should be laid no TPOs had been enforced; therefore the developer could be asked to replace the trees already removed but this cannot be enforced. She proposed to arrange a site visit with Broadland District Council and a representative from the Parish Council to discuss possible TPOs on the remaining trees. She also informed Council that she had received a request for a Grit Bin on Evans Way. Councillors agreed to consider this and it would be discussed at the next meeting.

A local resident stated that there was a considerable problem with dog fouling on Ecton Walk. Residents had reported that dog poo bags were being thrown over the hedge into their gardens. It was noted that there was an increase in dog fouling in Catton Court also. Councillors agreed to discuss installing dog bins at the next meeting.

A resident asked about the role of the Parish Rangers. It had been noted that on Spixworth Road and Ecton Road there was a cut and throw policy – the Clerk will confirm if this is agreed process with the Rangers.

A resident requested if the speed watch survey would take place. Councillor Sabberton-Coe confirmed that this had not proceeded due to lack of interest. The Chairman agreed that this would be placed in the next Parish Newsletter.

The meeting resumed.

215. FINANCE

215.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 552 to 581 in the financial year ending 31.3.2016 with expenditure of £12,728.22 and income of £554.00, be approved. A comparison of income and expenditure with an up to date bank reconciliation were noted.

215.2. It was AGREED that the list of payments and receipts, with vouchers 1 to 31 on the payment schedule up to 5.4.2016 with expenditure of £41,020.92 be approved. This included the annual grant to Catton Park Trust of £30,000; Councillors questioned that this payment was made in a lump sum rather than monthly. Councillor Sabberton-Coe to discuss this payment with the Clerk.

215.3 It was AGREED that the grant allocations proposed by the working group be approved.

215.4 It was NOT AGREED that the 1 Year Fixed Rate Business Accounts be approved without further investigation and consideration.

215.5 It was AGREED that the following subscriptions would be approved for the ensuing year:

LCR Magazine - £17.00

Community Action Norfolk - £20.00

Norfolk Association of Local Councils - £805.43

It was AGREED not to renew the Norfolk Playing Field Association subscription.

216. PLANNING

216.1 **20160469** -Single storey rear garden room extension-9 Burma Road, Old Catton, NR6 7AA. NO OBJECTION

20160393-Erection of garage-17 Kiln Close, Old Catton, NR6 7HZ. NO OBJECTION

20160490-Single storey porch extension to side and rear of dwelling-Holly Cottage, 4 Church Street, Old Catton, NR6 7DS. NO OBJECTION.

216.2 Correspondence from Norfolk County Council regarding Validation of Planning Application Consultation was received and noted.

216.4 Correspondence from Norfolk County Council regarding Electronic Consultation for Planning Applications was received and noted. It was AGREED Councillors would email any comments to the Clerk.

216.5 Correspondence from North Norfolk District Council was received and noted. It was AGREED Councillors would email any comments to the Clerk.

216.6 Meeting with TOWN Developers was noted for Monday 25th April at 7pm at the Pavilion.

217. NEIGHBOURHOOD PLAN

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

218. PROPERTY AND RESPONSIBILITIES

- 218.1. Councillor Williams stated that the War Memorial was in good order. Councillor Arnott stated that he had received a quote from a local contractor for suitable holders for wreaths to be laid at the memorial and the installation of a handrail. Mr Arnott stated his preference for stainless steel handrails. Councillor Leggett suggested Broadland District Council would not approve stainless steel as the Memorial is within the conservation area. Councillor Leggett to provide details of contractor who provided handrails for Village Hall. It was noted that planning permission would be required.
- 218.2. As Councillor Palmer was not present there was no report on the Bus Shelters.
- 218.3. It was noted that the Village Hall was in good order.
- 218.4. It was noted that the Churchyard was in good order.
- 218.5. It was noted that the Cemetery was in good order however Councillor Tovell was not happy with the planting on the roundabout. Councillors were invited to visit the Cemetery and view the planting. It was AGREED that Mr Tovell would contact John Martin regarding the replanting of the roundabout.
- 218.6. Councillor Arnott stated that the wildflower meadow at Lavaré Park was doing well. The play area was in good order. It was noted that Mr Arnott was in the process of arranging tree surveys for trees in Lavaré and Church Street Recreation Ground.
- 218.7. Councillor Leggett noted that he had met with tree surgeon to discuss the cherry tree over the tennis courts at Church Street Recreation Ground. Verbal quote for works to tree is approximately £160. It was AGREED that work by tree surgeon should be carried out to the cherry tree. The Clerk to contact Old Catton Junior School to arrange for both sides of the tree to be pruned. Councillor Chandler proposed that Council obtain quotes for re-painting of the tennis courts as these are slippery and unsafe. It was AGREED that Councillor Chandler would pass the details of company she had previously used to the Clerk and quotes would be obtained for the next meeting.
- 218.8. The Parish Council AGREED to discuss Catton Park Trust objectives for the 10 Year Plan after the Parish Council meeting closed.

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

- 219.1. Councillor Honess stated he had emailed the Clerk and Chairman regarding Billing Close but, due to email problems, believes these had not been received.
- 219.2. Councillor Tovell reported that the pink carpet in the hedge near the Cemetery had been reported to Broadland District Council.
- 219.3. Councillor Leggett gave an update on Lancaster Close. Broadland District Council are to re-inspect the trees to confirm that TPOs are necessary.
- 219.4. Complaints regarding letters requesting maintenance of garden hedges/shrubs had been received. It was AGREED that this would be considered at the next meeting.
- 219.5. There are 3 holes in Colkett Drive. Councillor Vincent to report to the Clerk of the exact location.
- 219.6. It was AGREED in principal to proceed with the bus shelters and TRODs for which part funding had been received under the Parish Partnership Scheme 2016/17. Councillor Chandler to clarify available monies from the budget as it was not clear on the budget sheets.

220. MATTERS FOR FUTURE MEETINGS

Any matters for future meetings to be given to the Clerk. Councillor Arnott noted that he will be attending an Airport meeting prior to next meeting and will report at the next meeting.

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

Chairman, 9th May 2016