

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT 7.00P.M. ON MONDAY 9<sup>th</sup> JANUARY 2017**  
**AT THE PAVILION, CHURCH STREET, OLD CATTON**

**PRESENT:** Mr J Arnott                      Mr D Elmer                      Mrs L Fawke  
Mr B Honess                      Mr B Leggett                      Mr B Palmer  
Mr B Sabberton-Coe              Mr R Tovell

Norfolk County Councillor Mrs J Leggett  
Broadland District Councillor Mrs K Vincent  
Broadland District Councillor Mr K Leggett  
1 Resident

**354. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors Mrs Chandler and Crisp due to another engagement. They were also received and accepted from Councillors Vincent and Miss Wilkin due to illness.

**355. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS**

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

**356. MINUTES OF THE MEETING OF 12.12.2016**

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

**357. MATTERS ARISING AND ACTION PLAN**

There were no matters arising from the minutes. The Clerk gave an update the action plan, a copy of which is attached to the official minutes. It was noted that Catton Park has a number litter picking utensils that could be used on the Village Tidy Up days. It was AGREED that the draft 5 year strategic plan be placed before the council at the February meeting.

**358.** The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. It was considered and AGREED that the Clerk's folder of procedures be completed and presented to the council at the February meeting.

**359. PUBLIC DISCUSSION**

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

As the Police were not present the Clerk distributed a crime report, a copy of which is attached to the official minutes, the contents of which were noted.

Norfolk County Councillor J Leggett gave a brief update on mobile phone and broadband services within the Broadland Area. She also gave an update on NCC Budget for 2017/2018. This will be finalised in February 2017. It was noted that the next SNAP meeting will take place at 7pm on 30<sup>th</sup> January in Sprowston and urged everyone to attend.

Broadland District Councillor K Vincent gave an update on the Council Tax Reduction Scheme, self-build and custom build housing register and Old Catton Parish Council's application to the Community Infrastructure Levy. She also stated that she had been dealing with residents' concerns regarding development at Dixons Fold and Repton House.

Broadland District Councillor K Leggett spoke about the CIL application been dealt with at Broadlands Cabinet meeting and the new planning application at Dixons Fold.

A local resident, who had written a letter of complaint under agenda item 10.4, reiterated her concerns in person. She was advised to keep a chronological list of incidents and send them to the Clerk frequently so that a case can be built. She was also encouraged to attend the SNAP meeting in January to speak to police officers regarding her concerns.

The meeting resumed.

### **360. FINANCE**

#### **360.1. Payments and receipts**

It was AGREED that the list of payments and receipts, with vouchers 491 to 534 in the year ending 31.03.2017 with expenditure of £15,432.56 and income of £6,402.99 be approved. A comparison of income and expenditure and bank reconciliation was noted.

360.2. The draft budget for 2017/2018 was APPROVED. The precept for 2017/2018 was AGREED at £170,000. It was AGREED that from now on any communication with Peninsula will be noted in the Clerk's report so that the Council can gauge how much the service is used and if it is of benefit to the council.

360.3. The draft Cemetery and OCPC Fees and Charges for 2017/2018 were considered and APPROVED.

360.4. The interim Internal Auditors Report for 2016/2017 was received. It was noted that the three recommendations contained in the report have been dealt with by the Clerk.

360.5. The grants working group had recommended to provide a grant of £100.00 to Norfolk Citizens Advice from the remainder of the current year's budget. This was AGREED.

### **361. PLANNING**

361.1. **20162056**-Demolition of existing garage & erection of single storey front extension. Two storey side extension and erection of boundary fence (revised proposal)-38 Woodland Drive, Old Catton, NR6 7AY.

NO OBJECTION IN PRINCIPLE ALTHOUGH THE COUNCIL WOULD LIKE TO SEE THE NEW FENCE PAINTED IN A COLOUR THAT IS SYMPATHETIC TO THE SURROUNDING AREA. BDC TO ALSO BE INFORMED OF A POSSIBLE COVENANT ON THIS LAND.

**20162102**-Reserved matters application for the erection of 1 No. detached dwelling following outline approval of 20141955 (Phase 10) & siting of container to use as site office during construction-Plot 10, St. Faiths Road, Old Catton, NR6 7BW.

NO OBJECTION

**20162085**-Single storey rear extension to form kitchen and utility-23 Woodland Drive, Old Catton, NR6 7AZ.

NO OBJECTION

**20162053**-Variation of condition No. 1 of planning permission 20160257-increase size of plot 16 garage-11 Dixons Fold, Old Catton, NR6 7QD.

NO OBJECTION

361.2. There were no other planning matters.

### **362. PROPERTY AND RESPONSIBILITIES**

362.1. It was noted that the War Memorial was in good order albeit the leaves need clearing. It was also noted that all wreaths with the exception of two will be removed on 31<sup>st</sup> January. Councillor B Leggett stated that the WW2 book is now available to purchase from the Clerk's office at a cost of £3.50.

362.2. It was noted that the bus shelters were in good order.

362.3. It was noted that the Churchyard was in good order.

362.4. It was noted that there were mole hills in the Cemetery along with some dead flowers and sand bag. It was also noted that the gate on the left hand side is off its hinges. The Groundsman to deal with this.

362.5. It was noted that all was quiet at Lavaré Park and in good order. The play area to be monitored still.

362.6. It was noted that Church Street Recreation Ground was in good order. Councillor Honess gave an update on the disabled ramp being installed permanently. It was AGREED to leave it as it is. The letter from Old Catton Cricket Club was received. It was AGREED to allow the Cricketforce day to take place in the spring.

The letter from Old Catton Tennis Club was considered. It was AGREED that the Tennis Club be charged £5.00 per game to a maximum of £200.00 per financial year.

**363. STREET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS**

- 363.1. It was noted that the following matters need attention: -
- The street light opposite 59 Garrick Green is burning 24 hours a day.
  - The footpaths on Church Street and St. Faiths Road by Appleacres need sweeping due to wet and muddy leaves.
  - The drain on the junction of Spixworth Road and Oak Lane is still blocked.
- 363.2. Councillor Honess gave an update on the latest figures for SAM2. It was suggested that the device could be on Spixworth Road between Morrissions and the traffic lights at the cross road. Councillor Honess to also liaise with Spixworth Parish Council as they will soon be positioning their SAM2 on Buxton Road.
- 363.3. Councillor Tovell stated that he has reviewed the report from T T Jones Electrical Ltd and highlighted the work that does need doing. The office to relay this information to T T Jones.
- 363.4. Correspondence from a local resident regarding a traffic complaint/enquiry at the junction of George Hill/Spixworth Road was received. It was AGREED that although this had primarily been dealt with under public discussion the residents' concerns should be passed to BDC and NCC.
- 364.5. Correspondence from a local resident regarding a traffic complaint/enquiry at the junction of St. Faiths Road/Fifers Lane was received. The Clerk stated that she had already passed the correspondence onto BDC and NCC. It was AGREED to respond to the resident informing them of this fact.

**364. CORRESPONDENCE**

- 364.1. Broadland District Council re. Application for CIL Loan. Noted.
- 364.2. Norfolk Association of Local Council re. Consultation on Video Conferencing. Noted.
- 364.3. Norfolk Association of Local Council re. Referendum Principle. Noted.
- 364.4. Norfolk County Council re. Norfolk Single Issue Silica Sand Review. Noted.
- 364.5. Broadland District Council re. Overview and Scrutiny Committee Briefing. Noted.

**365. MATTERS FOR FUTURE MEETINGS**

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

- 366.** It is recommended 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.

- 367.** Staff salaries for 2017/2018 were considered and APPROVED.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.35pm.

Chairman, 13<sup>th</sup> February 2017