

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00P.M. ON MONDAY 11TH MARCH 2019
AT THE PAVILION, CHURCH STREET, OLD CATTON

PRESENT: Mrs J Leggett (Chairman) Mr B Sabberton-Coe (Vice-Chairman) Mr D Elmer
Mrs L Fawke Mr D King Mr B Leggett
Mr B Palmer Mr R Tovell Mr M Vincent
Miss P Wilkin

Ms S Vincent (Clerk)
Norfolk County & Broadland District Councillor Mrs K Vincent
Broadland District Councillor Mr K Leggett
6 Residents

138. APOLOGIES FOR ABSENCE

Apologies were received from Councillor A Chandler due to family requirements and Councillor B Honess due to holiday commitments. Councillor D Elmer sent apologies in advance of arrival 15 minutes late for the start of the meeting. No apologies for absence were received from Councillor A Jackson-Dennis.

139. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

There were no declarations of interest or requests for dispensations.

140. MINUTES OF THE MEETING OF 11.02.2018

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

141. MATTERS ARISING

Councillor B Sabberton-Coe asked for an update on the Quality Council application. There were no further matters arising.

142. PUBLIC DISCUSSION

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

Broadland District Councillor Ken Leggett reported:

- Some resurfacing work had been carried out on Oak Lane but the eastern pathway was still in poor condition and needed further work.
- Glass recycling for January was 6.02 tons which is approximately £335.00 net. Councillor K Leggett thanked the public for continuing to use the recycling bins and supporting Catton Park.
- Councillor K Leggett highlighted that the Broadland News magazine was now being distributed. There were a number of vouchers included with the publication that may be of interest to residents.

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Improved signage for the NDR has been added to the North Walsham Road roundabout.
- Lodge Lane: Bus cage has now been painted.
- Chartwell Road/Spixworth Road junction: Councillor K Vincent continues discussions with Highways.
- St Faiths Road/Fifers Lane/Lodge Lane: Gas works will commence on 1st April 2019. Councillor K Vincent has ensured the gas company is aware of the Repton Avenue/Taylor Wimpey proposed development and vice versa.
- Moore Avenue: Councillor K Vincent continues discussions with Highways regarding works to footpaths.

- Beeston Park: Councillor K Vincent attended, with Councillor J Leggett, Broadland Planning Committee meeting on 6th March. Thorough debate took place over all the proposals. One positive outcome was that TOWN stated that they wish to set up a local Liaison Group to keep local communities involved and to discuss issues at an early stage.
- Repton Avenue: Councillor K Vincent attended following report from a resident that tree and vegetation clearance work had started on site. Construction Traffic Plan still had not been received or approved. Vegetation clearance for temporary access has been approved by Broadland District Council Planning but the area will have to be replanted once development is completed. Taylor Wimpey have agreed to this.
- Councillor K Vincent stated that she was in discussion with Highways regarding other issues; she would provide the Clerk with an issue for information separately.

A resident wanted to raise a few points regarding the allotments; the resident was reminded that the Parish Council is not responsible for the allotments and Councillor B Sabberton-Coe requested that the resident telephone him separately. The resident praised Highways for the verge clearance of the hedge outside the allotments. The resident raised an area of concern on the pathway on Billing Close; the area had been left due to Anglian Water and BT, however it was frequently covered with water making access difficult. It was agreed that Councillor K Vincent would raise this with Highways. The resident also reported that the cut-back to the footpath between Billing Close and Ecton Walk was of a very poor standard. Councillor K Vincent agreed to speak to Highways regarding this. The resident spoke about the Community Speed Watch of which he was a volunteer. He felt that a meeting with the Police was necessary to establish better guidelines. He felt that the placing of the sign pre-warned drivers of the speed check, which did reduce speed, but he felt produced a false indicator of the actual speeds readily used on the Old Catton roads. It was AGREED that the Clerk would set up a meeting with the Police.

A resident endorsed these comments and also felt that clearer guidance was required. The resident also highlighted the Chartwell Road/Spixworth Road junction as unsightly, unsatisfactory and unsafe. The resident had raised the issue and his concerns with his MP and also with Councillor K Vincent. The resident feels that this issue should be addressed urgently as it is unsafe.

A resident stated that he continues to analyse the data provided by the SAM2 and hoped to have a report available for Parish Council very soon. The resident requested if the SAM2 could be placed on Fifers Lane (within the Parish boundary) to monitor traffic travelling both up and down the hill towards Dowding Road. The Clerk said that she would submit the request for permission to Highways.

A resident reported that cars were parking on the pavement opposite the War Memorial, making it very difficult for pedestrians to use the path and having to walk on the grass verge. It was AGREED that Council would consider options to encourage drivers to park on the road rather than the verge.

Councillor D Elmer arrived at the meeting at 7.20pm.

Councillor J Leggett highlighted the recent SAM2 report (No.23) and previous SAM2 report from the same location. Report shows a significant reduction in the volume of traffic using Lodge Lane since the opening of the NDR (27,000 less vehicles).

The meeting resumed.

143. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. Matters highlighted were consideration of Great British Spring Clean, Ground Force Day on 6th April, Broadland Community Clear Up Network and Community-Led Planning Workshop on 21st March. There were no matters arising.

144. FINANCE

144.1 Bank balance as at 28th February 2019 was noted. It was AGREED that the payments schedule with vouchers 468 to 521 up to 11th March 2019 be APPROVED.

144.2 Interim Audit Report for 2018/19 was noted.

- 144.3 Renewal of Norfolk Parish Training & Support subscription at a cost of £500.00 per annum was AGREED.
- 144.4 Renewal of Community Action Norfolk subscription at a cost of £20.00 per annum was AGREED.
- 144.5 Councillor D Elmer was appointed to carry out Internal Control Statement for financial year 2019/20.

145. PLANNING

- 145.1 20190345 – Porch Infill & Single Storey Rear Extension – 3 Woodham Leas, Old Catton, NR6 7EE.
NO OBJECTION.
- 145.2 There were no other planning matters.

146. POLICIES AND PROCEDURES

- 146.1 It was confirmed that the following Council Policies and Procedures had been revised and that no amendments had taken place:-
- Community Engagement Policy.
 - Environmental Policy.
 - Anti-Fraud, Corruption and Theft Policy.
 - Health & Safety Policy and Procedures.
 - Financial Regulations.
 - Internal Control Statement.
- 146.2 At the Clerk's request Standing Orders were not confirmed and are to be brought back to meeting on 8th April 2019.
- 146.3 It was confirmed that the following Council Policies and Procedures had been revised and the minor amendments were APPROVED: -
- Old Catton Parish Council Five Year Strategic Plan.
 - Data Protection Policy.
 - Risk Management Scheme.
 - Financial Risk Assessment.
 - Co-Option Policy.
- 146.4 It was AGREED that the Clerk is to prepare list of proposed street names for consideration by Council at next meeting. Clerk to confirm deadline for submission with Broadland District Council.

147. PROPERTY AND RESPONSIBILITIES

- 147.1 Councillor P Wilkin proposes holding the Sports Committee Meeting on 1st April (to be confirmed).
- 147.2 Councillor B Leggett stated that x3 memorials had become partially covered with grass at the Churchyard; permission to uncover them was AGREED. Councillor B Leggett also noted that a wooden bench at the Churchyard required wood stain and it was AGREED that he would carry out this work also.
- 147.3 Councillor J Leggett informed Council that she, as Chairman of Broadland District Council, raised the Commonwealth Flag for Commonwealth Day today. Councillor J Leggett highlighted that the new blue plaque was now located on the Vicarage wall on Church Street – more information could be found in the Broadland News magazine. Councillor J Leggett thanked those who had supported her charity event on 9th March on behalf of Leeway. The event had raised £542.00.

148. DATE OF NEXT MEETING

Date of next meeting was noted as Monday 8th April 2019 at 7pm.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.00pm.

Chairman, 8th April 2019