

OLD CATTON PARISH COUNCIL  
MINUTES OF THE ORDINARY COUNCIL MEETING  
HELD AT 6.30PM ON MONDAY 9<sup>TH</sup> JANUARY 2023  
AT THE PAVILION, CHURCH STREET, OLD CATTON

**Present:** Mr B Sabberton-Coe (Chairman)      Mr G Tingle (Vice-Chairman)      Mr J Amis  
Mr T Cooke      Ms Y Gowers      Mr B Honess  
Mr B Leggett      Mr M Vincent      Miss P Wilkin

Ms S Vincent (Clerk)  
Broadland District Councillor K Leggett  
Norfolk County and Broadland District Councillor K Vincent  
x3 Residents

**68. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors G Crouch due to holiday commitments, Councillors A Chandler and M Vincent due to illness and Councillors R Potter and D King due to personal commitments.

**69. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

There were no declarations of interest.

**70. MINUTES OF THE ORDINARY MEETING OF 12.12.22**

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

**71. MATTERS ARISING**

There were no matters arising.

**72. PUBLIC DISCUSSION**

The meeting was adjourned for public discussion and reports from District Council.

Broadland District Councillor K Leggett reported:

- Recycling: Thanks was given to Members and to the public for continuing to recycle glass and paper at the bins provided. Updated figures had been provided by the Clerk – funds raised were around £1,900 pounds which is considerably less than previous years (cost of collection has significantly increased). Outstanding funds of £316.61 for glass and £236.00 for paper were to still to be received.
- Morrisons Saturday Surgery with Councillors K Leggett and K Vincent: These will resume again from 14<sup>th</sup> January 2023.

Norfolk County Councillor Karen Vincent arrived at this time.

- Warm Room: Positive feedback had been received for the Warm Room held at the Pavilion, Recreation Ground and great value was given on providing space for people who are coping with loneliness.
- Business Support: District Council are able to provide a number of services to support local businesses. More information is available on the website: <https://www.southnorfolkandbroadland.gov.uk/business> .
- Training: Broadland District Council offer a wide range of training course, including first aid, health & safety, social media and business development. More information is available on the website: <https://www.southnorfolkandbroadland.gov.uk/training-courses-4>.
- Planning: There have been delays in considering planning applications due to neutron neutrality regulations. Consideration is being given to creating a joint venture company to move things forward and approve planning applications. Norfolk County and Broadland District Councillor K Vincent commented that voting on the joint venture would take place on Tuesday 10<sup>th</sup> January 2023.

Norfolk County and Broadland District Councillor K Vincent reported:

- Broadland District Council:
  - Budget Setting: Broadland District Council are in the process of setting the budget for 2023/24 and are interested to hear what local residents and businesses think should be the most important areas for the Council to focus on and deliver. Public Consultation runs until 14<sup>th</sup> January 2023 – for more information see website: <https://www.southnorfolkandbroadland.gov.uk/council-tax-1/broadland-district-councils-budget-consultation>.
  - Council Tax Freeze: Broadland District Council are proposing a council tax freeze which will be considered at full Council meeting being held on 23<sup>rd</sup> February 2023.
  - Norfolk Warm Homes: helping to provide renewable heating and insulation grants to help keep homes warm across Norfolk. More information is available on the website: <https://www.southnorfolkandbroadland.gov.uk/help-stay-existing-home/saving-energy-home/7>.
  - Planning Committee: Next in-person meeting is 25<sup>th</sup> January 2023 (also live-stream). There are no Old Catton planning applications being considered.
- Norfolk County Council:
  - County Deal: Full Council will meet on 17<sup>th</sup> January 2023 to consider the in-principle deal. This is a £612.9m County Deal that will bring more powers and funding to Norfolk. More information is available on the website: <https://www.norfolk.gov.uk/news/2023/01/county-deal-to-be-considered-by-councillors>.
- Highways:
  - St Faiths/Fifers Lane Roundabout:
    - Bollard outside 210 St Faiths Road was hit for the 4<sup>th</sup> time last week. This has been reported and will be repaired as soon as possible.

Councillor K Vincent has requested that a wider investigation be carried out as this is the 4<sup>th</sup> time it has happened.

- Regarding issues raised by resident, Councillor K Vincent has been speaking to Highways, the result of which is a slight difference in opinion. Councillor K Vincent proposed speaking to the resident, who was present, after the meeting.
- The Paddocks: Councillor K Vincent continues discussions regarding the gully that is in the wrong position.

Resident raised concerns that x2 weeks before Christmas a mature tulip tree located in the private garden of property at Woodland Drive was cut down. Resident, a previous Tree Warden, believed that the tree was protected by a TPO. Resident contacted Broadland District Council and was informed that there was a previous temporary TPO but this had not been finalised and the residents was therefore within their rights to cut the tree down. Resident expressed disappointment that this had been allowed and stated that, in his opinion, "Broadland District Council had slipped up" as these trees were fairly rare and that there had only been x2 specimens in Old Catton (the second being on the Deer Park).

Resident commented about St Faiths Road/Fifers Lane roundabout. The post outside his property had been hit for a 4<sup>th</sup> time, 3<sup>rd</sup> time in one month; resident stated that something needs to be done. Resident asked when Highways were going to carry out the commitments they had made to the junction redesign – eg weeds and drainage. Resident highlighted that the slope on the pavement outside his property was very steep and during the bad weather in December 2022 this area had become very slippery and dangerous; resident suggested this area would benefit from a handrail. Resident requested that something be done soon. When asked by Council how resident would stop the speeding, resident responded by highlighting the safety audit that had been carried out, that signs should have been illuminated but were not and proposed that a slow sign should be located further down the hill warning drivers.

In response Councillor K Vincent said that the raised issues had been escalated beyond the Parish Highways Engineer; also copied to those officers involved in the original redesign of the junction. Councillor K Vincent has requested a site visit to address the issues and resident will be informed of the meeting so he may attend. Councillor B Sabberton-Coe requested that the Clerk also be informed. Councillor K Vincent stated that some of the works were not part of the original design but that Highways were trying to carry these out; some had already been done such as widening the pathway for the street cleaner and investigating the pipework.

Another resident commented that the laurel hedge on the corner of St Faiths Road should be removed as this blocks the sign and view of the new roundabout. The hedging also severely reduced the path width; resident had witnessed a pedestrian with double buggy having difficulty using the pathway. Another resident commented that this hedge belonged to Highways and that the original roundabout redesign had shown the width of the laurel hedge considerably reduced but this had not been carried out.

Resident asked about the new dog poo bin to be located on St Faiths Road. Clerk provided update: that due to gas and service cabling the original location agreed by Broadland and Highways had been reconsidered. The location of the bin would be beyond the Cemetery – Spixworth Council had agreed the location (as this was outside Old Catton Parish), Broadland had approved the new location but Highways had not yet commented. Once all approvals were received the new bin would be installed.

The meeting resumed.

**73.** The Clerk's verbal monthly report was received and noted. It was AGREED that the SAM2 would be located on Church Street again and following that located on Fifers Lane (traffic direction towards the new roundabout).

#### **74. FINANCE**

- 74.1.** Bank balances as at 31<sup>st</sup> December 2022, were noted. Monthly bank account reconciliations were noted. List of payments and receipts with vouchers 426 to 464 on payments schedule up to 9<sup>th</sup> January 2023 with expenditure of £22,814.10 and income of £3,135.23 (mostly being allotments annual fee received on behalf of the Parish Charities) were APPROVED.
- 74.2.** Third Quarterly Report for the period 1<sup>st</sup> October – 31<sup>st</sup> December 2022 was noted.
- 74.3.** Proposed budget for Financial Year 2023/24 was AGREED.
- 74.4.** Proposed Precept of £305,227 for Financial Year 2023/24 was AGREED.

#### **75. PLANNING**

- 75.1.** 20221982 – 5 Greyfriars Close, Old Catton NR6 7DX – Extension of side/front of dwelling.  
**NO OBJECTION. It was noted that there were no planning notices visible for this application and Council were concerned neighbours/residents had not had an opportunity to comment. Councillor K Leggett confirmed he would follow this up.**
- 20222057 – 30 Kiln Close, Old Catton NR6 7HZ – Proposed extension to increase size of existing garage and proposed front entrance porch.  
**NO OBJECTION. It was noted that there were no planning notices visible for this application and Council were concerned neighbours/residents had not had an opportunity to comment. Councillor K Leggett confirmed he would follow this up.**

#### **76. PROPERTY AND RESPONSIBILITIES**

No written or verbal reports from Members were received.

#### **77. HUMAN RESOURCES**

It was confirmed that the following Council Employment Policies and Procedures had been revised and that no amendments had taken place:-

- Bullying & Harassment.
- Equal Opportunities.
- Pension.
- Disability Discrimination.

- Lone Worker.
- Safeguarding Children, Young People & Vulnerable Adults.
- Staff Recruitment.
- Training.
- Social Media.
- Anti-Fraud, Corruption & Theft.

#### **78. POLICIES AND PROCEDURES**

It was confirmed that the following Council Policies and Procedures had been revised and that no amendments had taken place:-

- Data Protection.
- Environmental.
- Street Naming.

#### **79. NEXT MEETING**

Date of Parish Council Meeting was noted as Monday 13<sup>th</sup> February 2023 at 6.30pm at the Pavilion, Recreation Ground, Church Street.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 7.20pm.

Chairman, 13<sup>th</sup> February 2023