

# Old Catton Parish Council

The Pavilion, Church Street, Old Catton, NR6 7DS

Clerk of the Council: Ms Sarah Vincent

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2<sup>nd</sup> December 2025

## **NOTICE OF MEETING AND SUMMONS TO ATTEND**

The **Ordinary** Meeting of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 8<sup>th</sup> December 2025 at 6.30pm**

### **Agenda**

1. To receive and approve apologies for absence.
2. To receive any declarations of interest in items on the Agenda and to consider any requests for dispensation.
3. To approve the Minutes of the Ordinary Council Meeting, held on 10<sup>th</sup> November 2025 (copy herewith).
4. To report on matters arising from the Minutes not covered by the Agenda.
5. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.
6. To receive Clerk's report (copy herewith).

### **7. FINANCE**

- 7.1. To receive and agree bank balances as at 30<sup>th</sup> November 2025 and approve payment schedule (copy herewith).
- 7.2. To ratify quote for new vehicle trailer at Catton Park, previously agreed by email (copy herewith).
- 7.3. To note Scrutineer report for the period April – June 2025 (copy herewith).
- 7.4. To note Scrutineer report for the period July – September 2025 (copy herewith).

### **8. PLANNING**

Planning Applications (copy available on Broadland District Council website:

<https://info.southnorfolkandbroadland.gov.uk/online-applications/>

- 8.1. **2025/2396** – 66 Woodland Drive, Old Catton NR6 7AZ – Two storey east side extension.  
**2024/2838** – 69 Spixworth Road, Old Catton NR6 7NQ – **AMENDED:** Installation of 14no. photovoltaic panels, 4 panels to be sited on hipped south facing return roof to the front elevation and 10 panels to be sited on the southern end of the west-facing rear roof of the property.

**To note correspondence received from residents regarding this planning application (copy herewith),**

**2024/2838** – 69 Spixworth Road, Old Catton NR6 7NQ **LISTED BUILDING CONSENT – AMENDED:** Installation of 14no. photovoltaic panels, 4 panels to be sited on hipped south facing return roof to the front elevation and 10 panels to be sited on the southern end of the west-facing rear roof of the property.

**8.2.** To note any other planning matters.

## **9. POLICIES AND PROCEDURES**

**9.1.** To adopt the following revised Council policies and procedures (copies herewith).

- Allotment Asbestos Risk Assessment.

## **10. PROPERTY AND RESPONSIBILITIES**

**10.1.** To receive update on Phase 1 of the Pavilion improvements (copy herewith).

**10.2.** To receive update on Phase 1A – U9s playground improvements (copy herewith).

**10.3.** To receive verbal explanation and agree change of venue and day of meeting for the duration of Phase 1 closure of the Pavilion.

**10.4.** To receive report regarding school access gate on Parish Council land and proposal for duration of Phase 1 construction works (copy herewith).

**10.5.** To receive report outlining Cricket and Bowls Clubs positions regarding restrictions to usage of Recreation Ground during Phase 1 construction works (copy herewith).

**10.6.** To note change of date for Parish Meeting held in Church Hall in 2027 (copy herewith).

**10.7.** To receive any written or verbal reports from Members meeting with organisations or significant issues from their areas of responsibility.

**11.** To note date of next Parish Council meeting as Monday 8<sup>th</sup> December 2025 at 6.30pm at the Pavilion, Recreation Ground, Church Street. Mince pies and refreshments will be available.

**12.** To note date of Extra-Ordinary Parish Council meeting as Tuesday 16<sup>th</sup> December 2025 at 6.30pm at the Pavilion, Recreation Ground, Church Street,

Ms Sarah Vincent  
Clerk of the Council