

Old Catton Parish Council

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

Clerk of the Council: Ms Sarah Vincent

www.oldcattonparishcouncil.co.uk

Tel: 01603 423880

Email: clerk@oldcattonparishcouncil.co.uk

8th July 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 14th July 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 receive application for the co-option of Councillor for the vacancy and elect a Member (copy herewith).
4. To approve the Minutes of the Ordinary Council Meeting, held on 9th June 2025 (copy herewith).
5. To report on matters arising from the Minutes not covered by the Agenda.
6. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.
7. To receive Clerk's report (copy herewith).

8. FINANCE

- 8.1. To receive and agree bank balances as at 30th June 2025 and approve payment schedule (copy herewith).
- 8.2. To receive report regarding proposed spending of S106 funding (copy herewith).

9. PLANNING

Planning Applications (copy available on Broadland District Council website:

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

- 9.1. **2025/1432** – 86 Norman Drive, Old Catton NR6 7HW – Remove boundary wall and conifer hedge and erect replacement fence
- 2025/1738** – 21 Carterford Drive, Old Catton NR3 4DW – 1.Single storey rear extension, 2.Convert existing garage to utility room
- 2025/1772** – 13 Carterford Drive, Old Catton NR3 4DW – Dormer window to the side elevation
- 2025/1785** – Gordon Signs & Interior Display Ltd, St Faiths Road, Old Catton NR6 7BW – External and internal alterations to existing commercial unit and associated advertisements

2023/3088 – Old Catton Recreation Ground, Church Street, Old Catton NR6 7DS –
Erection of three single storey local community buildings and associated works –
AMENDED APPLICATION

2025/1892 – 3 Burma Road, Old Catton NR6 7AA – Single storey extension and second
storey rear extension. Conversion of front garden to hard standing for parking and
widening entrance to the property. Removal of storage rooms on western side of
property to convert into access to garden.

9.2. To note any other planning matters.

2025/1797 – Catton House, 4 Park Close, Old Catton NR6 7DL – Details of Condition 3 of
20201647 – External Materials

10. POLICIES AND PROCEDURES

10.1. To adopt the following Council policies and procedures (copy herewith).

- Allotment Risk Assessment Policy.

10.2. To consider draft loan agreement with Old Catton Junior Football Club and amendment
to agreement proposed by Club (copy herewith).

11. PROPERTY AND RESPONSIBILITIES

11.1. To note Village Hall Management Association annual report for financial year ending 31st
March 2025 (copy herewith).

11.2. Revision of Neighbourhood Plan update.

11.3. To note and agree draft Asset Owners Agreement between Old Catton Parish Council and
UK Power Networks to agree contraction of works to current street light contractor,
Cozens (copy herewith).

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

12. CORRESPONDENCE

12.1. To note correspondence from Norfolk County Council regarding replacement traffic signals
(copy herewith).

13. To note there is no meeting held in August and to note date of next Parish Council Meeting as
Monday 8th September 2025 at 6.30pm at the Pavilion, Recreation Ground, Church Street.

Ms Sarah Vincent
Clerk of the Council