

Old Catton Parish Council

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

Clerk of the Council: Ms Sarah Vincent

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6 October 2026

NOTICE OF MEETING AND SUMMONS TO ATTEND

The **Ordinary** Meeting of Old Catton Parish Council will be held at the Pavilion, Recreation Ground, Old Catton on **Monday 12 October 2026 at 7pm**

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 and consider application for Co-Option of Councillor for the vacancy and elect a Member.
4. To approve the Minutes of the Ordinary Council Meeting, held on 15 September 2026.
5. To report on matters arising from the Minutes not covered by the Agenda.
6. To adjourn the meeting to receive reports from the Police, District Councillors and for public speaking.
7. To receive Clerk's report.

8. FINANCE

- 8.1. To receive and agree bank balances and reconciliations as at 30 September 2026 and approve payment schedule up to 12 October 2026.
- 8.2. To receive External Auditor's Report and approve accounts ending 31 March 2026.

9. PLANNING

Planning Applications (copy available on Broadland District Council website:

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

- 9.1. **2026/2635** – 137 West Acre Drive, Old Catton, NR6 7HX – Single storey kitchen/diner rear extension. To create a 3 bedroom property.
- 2026/0987** – Land Between St Faiths Road and Buxton Road, Old Catton – Details of condition 25 of 20161058 – Ecological Management Plan.
- 2026/0988** – Land Between St Faiths Road and Buxton Road, Old Catton – Details for condition 10 of 2025/0416 – Foul drainage, section 104 agreement plan, S104 construction details.

2026/2042 – Land Between St Faiths Road and Buxton Road, Old Catton – Detail of condition 11 of 2025/0416 – Section 38 plan S38 construction details, section 104 agreement plan, s104 construction details.

2026/0993 – Land at St Faiths Road, Old Catton – Details of condition 33 of 2025/0416 – Hedgerows.

2026/1057 – Land Between St Faiths Road and Buxton Road, Old Catton – Details for condition 17 – Monitoring programme for level of traffic generation, of permission 2025/0416.

2026/2524 – 16 Garrick Green, Old Catton NR6 7AL – Single storey rear extension.

2026/2717 – 48 Garrick Green, Old Catton NR6 7AN – Proposed single-storey lean-to front extension and single-storey flat roof rear extension.

2026/2841 – The Woodman, 11 North Walsham Road, Old Catton NR6 7QA – Retrospective application for siting an InPost Parcel Locker.

9.2. To note any other planning matters.

10. POLICY AND PROCEDURES

10.1. To approve Staffing Committee Terms of Reference.

10.2. To approve Minutes of Staffing Committee Meeting held on 20 August 2026.

11. PROPERTY AND RESPONSIBILITIES

11.1. To note update regarding proposed street naming suggestions received from residents, in relation to Beeston Park development.

11.2. To note confirmation of Asset of Community Value status added to Scout Hut, Lodge Lane.

11.3. To note and agree the changes of appointment of Councillor B Sabberton-Coe to Committees/Working Groups and outside bodies.

11.4. To note training available via Norfolk PTS and Clerk's recommendations for Full Council training.

11.5. To note report regarding Sprowston Youth Engagement Project.

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

12. CORRESPONDENCE RECEIVED

12.1. To note correspondence received from Broadland District Council regarding Development Management Peer Review.

12.2. To note correspondence received from Broadland District Council regarding PSPO to tackle vehicle-related anti-social behaviour.

13. CORRESPONDENCE SENT

13.1. To note correspondence sent to District Council regarding installation of laundrette at The Woodman PH.

14. To note date of next Parish Council Meeting as **Monday 9 November** at 6.30pm at the Pavilion, Recreation Ground, Church Street.

15. 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.

16. To receive report from Staffing Committee regarding complaint against the Clerk.
17. To receive written and verbal report from Staffing Committee regarding staff grievance.

Ms Sarah Vincent
Clerk of the Council