

Old Catton Parish Council

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

Clerk of the Council: Ms Sarah Vincent

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3rd February 2026

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 9th February 2026 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 12th January 2026 (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 31st January 2026 and approve payment schedule (copy herewith).
 - 7.2. To consider quote for CDM Principal Designer required for health and safety assessments as part of Phase 1 works (copy herewith).

8. PLANNING

Planning Applications (copy available on Broadland District Council website:

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

- 8.1. **2023/0610** – Land Adj Property Number 243 Spixworth Road, Old Catton – RESERVED MATTERS application for access, appearance, landscaping, layout and scale following outline permission 20210674 for erection of one dwelling on Plot 1
- 2025/0196** – 13 Carterford Drive, Old Catton, NR3 4DW – Variation of condition 2 to amend the design of the dormer of the planning permission 2025/1772 (which consented to Dormer window to side elevation)
- 2026/0192** – Recreation Ground, Church Street NR6 7DS – Material Amendment, Details of Conditions 2, 3 and 4 of 2025/3734 – Foul water and sewage disposal, surface water drainage, details of fencing

2025/1919 – Land Between Saint Faiths Road And Buxton Road Old Catton – RESERVED MATTERS application for appearance, scale, landscaping and layout following Outline Planning Permission 20161058 (as varied by 2024/1794), for Phase 1(Parcel A) comprising 338 dwellings and associated works including open space, sustainable urban drainage systems, landscaping and associated infrastructure and agreement of details for conditions 4 (Surface Water Drainage Scheme), 5 (Groundwater Quantitative Risk Assessment), 10 (Foul Drainage Scheme), 22 (Water Features), 31 (Landscaping Scheme), 32 (Landscaping Scheme Specification) and 33 (Hedgerow Enhancement).
TO NOTE RESIDENT PROPOSAL FOR AMENDMENT TO LAYOUT AND DESIGN (copy herewith)

8.2. To note any other planning matters.

9. POLICIES AND PROCEDURES

9.1. To confirm revision of the following Council policies and procedures and that no amendments have been made (copies available via link).

- Protocol for Pre-Meetings
https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Protocol_for_Public_Participation_2025.pdf
- Protocol for Public Participation
https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Protocol_for_Public_Participation_2025.pdf
- Scheme of Delegation
https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Scheme_of_Delegation_Policy_2025.pdf
- Tree Management (copy herewith)
- Risk Management Scheme (copy herewith)
- Complaints Procedure
https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Complaints_Procedure_2025.pdf
- Records Management & Retention Policy
https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Records_Management_Retention_Policy_2025.pdf
- Health & Safety https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Health0Safety_2025.pdf
- Zero Tolerance https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Zero_Tolerance_Policy_2025.pdf
- Stress at Work https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Stress_Policy_2025.pdf
- Community Engagement Strategy
https://www.oldcattonparishcouncil.co.uk/images/pdfs_foi/2025/Community_Engagement_Strategy_2025.pdf

10. PROPERTY AND RESPONSIBILITIES

10.1. To consider Old Catton Junior Football Club proposal for music event to be held at Lavaré Park in May 2026 (copy herewith).

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

11. CORRESPONDENCE

11.1. To note correspondence regarding proposed House of Multiple Occupancy (HMO) on West Acre Drive, Old Catton (copy herewith).

12. To note date of next Parish Council meeting as **Tuesday 10th March 2026** at 6.30pm at **Buxton Lodge, Catton Park, Old Catton, NR6 7DB.**

Ms Sarah Vincent

Clerk of the Council