

Old Catton Parish Council

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

Clerk of the Council: Ms Sarah Vincent

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3 June 2026

NOTICE OF MEETING AND SUMMONS TO ATTEND

The **Annual** Meeting of Old Catton Parish Council will be held at Buxton Lodge, Catton Park, Old Catton on **Tuesday 9 June 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 approve the Minutes of the Ordinary Council Meeting, held on 12 May 2026 (copy herewith).
4. To report on matters arising from the Minutes not covered by the Agenda.
5. To adjourn the meeting to receive reports from the Police and District Councillors and for public speaking.
6. To receive Clerk's report (copy herewith).
7. **FINANCE**
 - 7.1. To receive and agree bank balances and reconciliations as at 31 May 2026 and approve payment schedule (copy herewith).
 - 7.2. To consider and agree Internal Auditing Solutions Final report for the period 1 April 2025 – 31 March 2026 (copy herewith).
 - 7.3. To consider and agree using bequeath for playground equipment of £1,000 towards new equipment for Under 9s playground (copy herewith).
8. **PLANNING**

Planning Applications (copy available on Broadland District Council website:
<https://info.southnorfolkandbroadland.gov.uk/online-applications/>)

 - 8.1. **2026/1466** – 41 Lodge Lane, Old Catton NR6 7HQ – Garage Conversion
2026/0974 – Cemetery, St Faiths Road, Old Catton – Change of Use of agricultural land to extend existing cemetery
2026/0991 – Land between St Faiths Road and Buxton Road, Old Catton – Details of condition 16 of 2025/0416 – Construction Management Plan
2026/1301 – 40 Catton Chase, Old Catton NR6 7AS – Lawful development certificate for the proposed partial loft conversion including rear dormer for additional bedroom and landing. Flat roof and external cladding.
 - 8.2. To note any other planning matters.

9. PROPERTY AND RESPONSIBILITIES

- 9.1. To note Minutes of Airport Consultative Committee meeting held on 22 April 2026 (copy herewith).
 - 9.2. To note Minutes of Allotment Holders meeting held on 6 May 2026 (copy herewith).
 - 9.3. To approve Larry Gray & Funfair use of Lavaré Park for family funfair on 26-28 June 2026.
 - 9.4. To receive and consider complaint received regarding Cemetery fees (copy herewith).
 - 9.5. To receive any written or verbal reports from Members meeting with organisations or significant issues from their areas of responsibility.
10. To note date of next Parish Council Meeting as **Tuesday 14 July 2026** at 7pm at Buxton Lodge, Catton Park.
11. 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.
12. To receive verbal report regarding Phase 1 building works.
13. To receive and consider boundary report relating to Phase 1 building works (copy herewith – Members only).
14. To receive report regarding Allotments and Charity Commission (copy herewith – Members only).
15. To receive report from Staffing Committee regarding grievance matter and confidential Minutes of Meeting held on 3 June 2026 (copy herewith – Members only).

Ms Sarah Vincent
Clerk of the Council