

Old Catton Parish Council

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

Clerk of the Council: Ms Sarah Vincent

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12 August 2026

NOTICE OF MEETING AND SUMMONS TO ATTEND

The **Ordinary** Meeting of Old Catton Parish Council will be held at Buxton Lodge, Catton Park, Old Catton on **Tuesday 18 August 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 9 June 2026 (copy herewith).
4. To approve the Minutes of the Extra-Ordinary Council Meeting, held on 12 June 2026 (copy herewith).
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 and District Councillors and for public speaking.
7. To receive Clerk's report (copy herewith).

8. FINANCE

- 8.1. To receive and agree bank balances and reconciliations as at 30 June 2026 and ratify payment schedule previously approved via email (copy herewith).
- 8.2. To receive and agree bank balances and reconciliations as at 31 July 2026 and approve payment schedule (copy herewith).
- 8.3. To note Scrutineer report for first quarter April – June 2026 (copy herewith).
- 8.4. To note quarterly report for first quarter April – June 2026 (copy herewith).
- 8.5. To receive and consider new website proposal following numerous incidents of hacking (copy herewith).
- 8.6. To receive report regarding installation of security measures at Recreation Ground (copy herewith).
- 8.7. To receive and consider request from Village Hall Committee regarding request for funding towards Village Hall roof leak (copy herewith).
- 8.8. To consider CIL Working Group report regarding fee proposal for groundworks at Lavaré Park (copy to follow).
- 8.9. To consider defibrillator funding request from Old Catton Medical Practice (copy herewith).

9. PLANNING

Planning Applications (copy available on Broadland District Council website:

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

- 9.1.** **2026/1624** – Land Between St 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 Ai). comprising 12 dwellings and associated works including landscaping and associated infrastructure.
- 2026/1874** – Land Between St Faiths Road and Buxton Road, Old Catton – Details for condition 11 – Technical Note – GCN eDNA Survey 2026 of permission 2025/1919.
- 2026/2042** – Land Between St Faiths Road and Buxton Road, Old Catton – Detail of condition 27 (fire hydrant details) of original planning application 2025/1919.
- 2026/1949** – Land at St Faiths Road, Old Catton – Details reserved by condition 20 of 2025/1919 – Noise Monitoring Plan and Dust Management Plan.
- 2026/1950** – Land Between St Faiths Road and Buxton Road, Old Catton – Details of condition 15 (Management Strategy for Bird Mitigation) of original planning application 2025/1919.
- 2026/2199** – Land at St Faiths Road, Old Catton – Details of Condition 18 of 20141955 – (18) Certificate of Substantial Completion Section 278.
- 2026/1985** – Orchard House, 145A Spixworth Road, Old Catton NR6 7DU – Proposed conversion of existing garage to form annexe and erection of new garage and car port.
- 9.2.** To note any other planning matters.

10. POLICIES AND PROCEDURES

- 10.1.** To confirm revision of the following Council policies and procedures and agree that no amendments were made (copies herewith):
- Allotment Risk Assessment
 - PIA 2026
 - PIA Addendum 2026
- 10.2.** To adopt the following Council policies and procedures:
- Performance Appraisal Procedure
 - Staff Code of Conduct

11. PROPERTY AND RESPONSIBILITIES

- 11.1.** To confirm Council representative for Sprowston Youth Engagement Project (copy herewith).
- 11.2.** To note AGM Minutes of Airport Consultative Committee meeting held on 22 July 2026 and the Minutes of Airport Consultative Committee meeting held on 22 July 2026 (copy herewith).
- 11.3.** To note correspondence from NCC regarding proposal for village gateway funded from Local Member Fund of ex-Norfolk County Councillor Karen Vincent (copy herewith).
- 11.4.** To note street naming request from Broadland District Council in relation to Beeston Park development (copy and Street Naming Policy herewith).
- 11.5.** 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 receive and note Clerk's report on correspondence, complaints and Freedom of Information/Environmental Information requests received and responses issued since the previous meeting.
 - 12.2.** To note Asset of Community Value for the Scout Hut on Lodge Lane. To consider and approve draft response to District Council (copy herewith).
- 13.** To note date of next Parish Council Meeting as **Monday 14 September 2026** at 7pm at the Pavilion, Recreation Ground, Church Street.
- 14.** 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.
- 15.** To consider and respond to correspondence received from District Councillor.

Ms Sarah Vincent
Clerk of the Council