

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

E:mail: clerk@oldcattonparishcouncil.co.uk

Annual Report 1st April 2017 – 31st March 2018

Welcome to the Annual Report of Old Catton Parish Council

The past 12 months has been a year of changes. Firstly, I must thank Bradley Sabberton-Coe, who stepped down as Chairman in August, for his hard work over the last 5 years as Chairman of the Parish Council. Bradley remains a Parish Councillor and Chairman of Catton Park Trust.

During the year John Arnott (after 10.5 years) and Peter Crisp (after 2.5 years) resigned and again we thank them for their contribution to Old Catton. We were pleased to welcome Alex Jackson-Dennis and David King to the Council following elections in November and are confident that they will contribute towards the work of the Council for the community in which we serve.

Both our Parish Clerk Melanie Kingshott and the Administrative Assistant, Lucy Morgan, resigned from the Council in November. We are pleased to welcome our former Deputy Clerk, Sarah Vincent, to the role of Parish Clerk and Annette Palmer, who has many years' experience working for Alysham Town Council, to the Clerk's Office as Administration Officer.

Your Council continues to keep in contact with Planning Department at Broadland District Council to understand new planning applications and to submit comments on planning applications which will have an impact on our village. New housing development does bring money into the Parish, for example the small development at Dixon's Fold will bring approximately £26,000 into Parish funds; ring fenced for play and sports resources Parish wide. Over the coming months the Parish Council expect to see the submissions of two large planning applications for the Parish; the land north of Repton Avenue and the land north of Lodge Lane/The Paddocks. These developments will significantly increase the size of Old Catton and your Council will be working hard to minimise the impact these developments will have, whilst ensuring that all new residents moving into these new developments have access to good facilities within our Parish.

We are pleased that our support has continued to help the Sprowston Youth Engagement Project run sessions in Old Catton that are well attended by children both from Old Catton and Sprowston. With the success of this project your Council aims to move forward considering further developments for youth in our Parish in the future.

In August 2017 we completed relining the netball courts to meet the regulations and we recently welcomed the netball team back to Old Catton for the new season. This also meant that the tennis courts were greatly improved and new nets and posts have been installed. The Parish Council also erected an enclosure for Old Catton Cricket Club to store new sight-screens. These screens have enabled the 1st Cricket Team to return to the Recreation Ground for matches. Additional work to fencing around the Recreation Ground has also been carried out.

Through the Parish Partnership with Norfolk County Council the Parish Council has erected a bus shelter on White Woman Lane and added seating to the bus shelters around the Parish. The TROD from Woodham Leas connecting to the existing pathway to Lodge Lane, which was installed in 2017 was rough chippings so we (residents more so) were pleased that County Councillor Karen Vincent used her Councillor's Highways budget to convert the rough TROD to an asphalt path.

Following resident's concerns regarding the maintenance of detached footpaths we have continued to work with Highways to ensure these are maintained. The Parish Council has decided to carry out weed killing in these areas and not rely on NCC Highways.

We hope residents will find the new Parish noticeboard at the White Woman Lane/Spixworth Road junction useful. As with all the noticeboards around the Parish clubs, organisations and businesses are welcome to post appropriate community information here. We have added a list of clubs and societies to the Parish Council website; any new organisations who would like to be added please contact the Clerk's office. I was very pleased that representatives from a majority of these clubs and societies were able to attend the Chairman's reception in December as a small thank you for their contribution to village life.

Reluctantly your Council has had to increase your precept payment to the Parish this year. This is due to ever increasing running cost and to build up reserves to continue to maintain the Parish to the current high standard.

In the Autumn Newsletter your Council encouraged residents to give their views for future projects and initiatives in the village. We will update you all on the comments received in the next Newsletter to be coming through your door very soon.

The Safer Neighbourhood Action Panels (SNAP meetings) are an opportunity for residents and Councillors to meet the local Police team to discuss issues which affect the Parish. It is your opportunity to speak directly to the Police about issues that are of concern to you. Regular topics discussed include parking and speeding. The Parish Council are aware of the residents' concerns regarding speeding in the Parish and are pleased that a community speedwatch team has now been set up to record instances of speeding. These results, in conjunction with the SAM2 data are forwarded to the Police. The Parish Council are grateful to those residents who give their time to this project. If you would be interested in joining the speedwatch team (new volunteers always welcome) please contact the Clerk's office.

Parish Councillors continue to be Trustees of Catton Park Trust and we thank you for your continued support by attending the wide variety of events hosted last year. The programme of events is much smaller this year but we hope that you will continue to support and use Catton Park.

Finally, I offer my sincere thanks to my fellow Councillors and all the Parish Council staff for their advice, support and work on behalf of the village and the Council. It is with sadness that we must say farewell to one of our Supervisors, Malcolm who retired this year. We thank him for his many years of service to the Parish and shall miss his contribution to the Recreation Ground.

Mrs Judy Leggett
Chairman of Old Catton Parish Council

Parish Council Information

Old Catton covers an area of 233 hectares and has a population of approximately 6,108 residents and an electorate of 4,842.

Full Council meetings, which include consideration of planning applications, are held on the 2nd Monday of each month at the Pavillion, Recreation Ground, Church Street at 7pm.

Agendas can be viewed in the Council offices, on the Parish Council website or on the various noticeboards around the village.

You are able to visit the Council office for help and advice from the Clerk and her staff on local matters, report highways matters, or make requests to view Council records.

Office Address:	The Pavillion, Recreation Ground, Church Street, Old Catton, NR6 7DS
Telephone:	01603 423880
Email:	clerk@oldcattonparishcouncil.co.uk
Website:	www.oldcattonparishcouncil.co.uk
Office Hours:	Monday – Friday: 9.00am – 4.00pm

Your Parish Councillors

The Parish Council consists of 13 elected members who serve for a term of 4 years. The next Parish Council election will take place in May 2019. Councillor details are as follows:

Mrs A Chandler	60 Church Road, Swainsthorpe, NR14 8PR	01508 470388
Mr D Elmer	22 Marauder Road, NR6 6HD	07575 578972
Mrs L Fawke	60 Spixworth Road, NR6 7NF	400882
Mr B Honess	1 Colkett Drive, NR6 7ND	419943
Mr A Jackson-Dennis	1b Copenhagen Way, NR3 2RB	07702 293606
Mr D King	72 Mountbatten Drive, NR6 7PP	07858 626772
Mr B Leggett	30 Garrick Green, NR6 7AL	429986
Mrs J Leggett	30 Garrick Green, NR6 7AL	07729 121683
Mr B Palmer	45 Catton Chase, NR6 7AS	465514
Mr B Sabberton-Coe	62 Garrick Green, NR6 7AN	483976
Mr R Tovell	136 Proctor Road, NR6 7PH	414206
Mr M Vincent	4 Colkett Drive, NR6 7ND	485460
Miss P Wilkin	Church Barn, Rackheath, NR13 6QT	781050

The Council employs 5 members of staff: -

Ms Sarah Vincent	Parish Clerk
Mrs Annette Palmer	Administration Officer
Mr Scott Fountain	Groundsman
Mr Colin Franklin	Recreation Ground Supervisor
Mrs Maureen Wilkin	Recreation Ground Supervisor

What does the Parish Council do?

The Council's main activities are as follows: -

1. The management and maintenance of:

- Church Street Pavilion and Recreation Ground
- Lavaré Park
- War Memorial
- Churchyard
- Cemetery

2. Street furniture such as bus shelters, notice boards and bins.

3. The Council undertakes grass cutting on behalf of Norfolk County Council; in general this is the verges throughout the Parish.

4. Debates local planning applications and passes its comments to Broadland District Council to aid their decision making process.

5. Liaise with both the County and District Councils to maintain and improve their standards of service.

**OLD CATTON PARISH COUNCIL
INCOME & EXPENDITURE ACCOUNT
01/04/2017 - 31/03/2018**

<u>31.03.2017</u>	<u>INCOME</u>	<u>31.03.2018</u>
£168,507.00	Precept	£170,000.00
£1,253.00	Transitional Grant	£0.00
£2,977.17	Delegated Functions	£3,051.60
£100.00	Lavare Park	£107.27
£0.00	New Homes Bonus	£0.00
£64,767.99	S106/CIL Monies	£21,117.76
£1,103.18	Bank Interest	£856.15
£18,090.00	Cemetery Fees	£13,455.00
£150.00	Payment from PCC for Cutting Open Churchyard	£150.00
£7,039.50	Recreation Ground Lettings	£8,196.95
£19,035.28	VAT (Recoverable)	£22,995.08
£0.00	Bottle Banks	£0.00
£0.00	Parish Partnership	£2,268.50
<u>£6,916.45</u>	Miscellaneous	<u>£2,494.79</u>
<u>£289,939.57</u>	TOTAL INCOME	<u>£244,693.10</u>
	EXPENDITURE	
£81,308.51	General Administration	£90,473.65
£700.00	GPC Expenditure	£850.00
£2,957.52	Delegated Functions	£3,456.29
£12,958.00	S106/Play Equipment	£68,535.18
£16,300.00	Capital Spending: (partly funded by Parish Partnership)	£4,497.00
£4,600.00	Contingency Fund	£0.00
£18,961.81	VAT (Recoverable)	£20,017.57
	Running Costs:	
£13,314.21	Cemetery/Churchyard	£9,630.33
£59,112.84	Recreation Ground	£74,743.91
£3,906.09	Lavare Park	£3,482.98
£0.00	Woodham Leas (Amenity Land)	£0.00
£30,000.00	Catton Park (Grant and Labour)	£22,000.00
£12,506.41	Street Lighting	£12,328.94
£19,557.46	Plant /Machinery	£3,043.28
<u>£6,986.51</u>	Miscellaneous	<u>£3,519.69</u>
<u>£283,169.36</u>	TOTAL EXPENDITURE	<u>£316,578.82</u>
	GENERAL FUND	
£207,684.02	Balance Brought Forward (01/04/2017)	£214,454.23
£289,939.57	ADD Total Income	£244,693.10
<u>£283,169.36</u>	DEDUCT Total Expenditure	<u>£316,578.82</u>
<u>£214,454.23</u>	Balance as at year end (31/03/2018)	<u>£142,568.51</u>

**OLD CATTON PARISH COUNCIL
BALANCE SHEET
AS AT 31ST MARCH 2018**

Year Ended 31/03/2017

Year Ended 31/3/2018

CURRENT ASSETS		
£0.00 Debtors		£90.00
£0.00 Payments In Advance		£535.00
£0.00 VAT Recoverable		£2,106.41
£214,454.23 Cash In Hand		£141,417.54
£214,454.23 TOTAL ASSETS		£144,148.95
CURRENT LIABILITIES		
£0.00 Creditors		£1,492.09
£214,454.23 NET ASSETS		£142,656.86
Represented by:		
£214,454.23 General Fund Balance		£142,656.86
£0.00 Earmarked Reserves		£0.00

The above statement represents fairly the financial position of Old Catton Parish Council as at 31st March 2018 and reflects its income and expenditure during the year

Approved by the Council on 11/06/2018 (Date)

Signed [Signature] (Clerk/RFO)

Signed [Signature] (Chairman)

NOTES:

The general fund balance currently stands at £142,656.86. The internal auditors recommend that this should represent between three and six month's net revenue spending. The average quarterly expenditure during 2017/2018 was £79,122.62 .