

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.30 P.M. ON MONDAY 14th APRIL 2014
AT THE PAVILION, CHURCH STREET RECREATION GROUND

PRESENT: Mr J Arnott Ms W Atkinson Mr B Honess
Mr B Leggett Mr B Sabberton-Coe Mr B Palmer
Mr D Thompson Mr G Tingle Mr M Vincent
Miss P Wilkin Mrs J Williams

Mrs J Leggett, Norfolk County Councillor
Mr K Leggett, Broadland District Councillor
Mr S Dunn, Broadland District Councillor
PCSO J Moore
15 residents

195. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Mrs Chandler due to holiday commitments and Councillor Green due to illness.

196. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

Interests were declared as follows –

Mr B Sabberton-Coe, Mr B Leggett and Mr G Tingle - Catton Park Trust.

Mr B Sabberton-Coe, Mr B Leggett and Mr B Palmer - Village Hall Management Committee.

197. MINUTES OF THE MEETING OF 10.03.2014

It was AGREED that the minutes, which had been circulated with the agenda, be confirmed as a true record and signed by the Chairman.

198. MATTERS ARISING

A reply from Highways with regards to the installation of bollards in Spixworth Road opposite the Maids Head Public House was received and noted.

199. PUBLIC DISCUSSION

The meeting was adjourned for public discussion and reports from the Police, County and District Councillors

PCSO Moore reported on the latest Police report, a copy of which is attached to the official minutes. Residents expressed their concerns with regards to people riding motorbikes on Lavaré Park. PCSO Moore urged residents to ring 101 when the incident is occurring.

Councillor Ken Leggett reported on various matters within Broadland including Neighbourhood Planning and extensions to boundary requests.

Councillor Judy Leggett gave a report, a copy of which is attached to the official minutes. She also updated all those present on the incinerator situation. She warned residents of the sales people selling power tools door to door and requested that people be on their guard as some of the tools could be faulty or counterfeit. She gave an update on the trees in Catton Chase. As a committee member of the Twinning Association she asked if anyone would be willing to 'put up' some guests from Lavaré and if so to inform her. She also read out a brief statement with regards to Catton Park, a copy of which is attached to the official minutes.

Councillor Stuart Dunn urged residents to consider paperless billing.

Residents expressed their concerns and discontent at the proposed removal of the Titan play equipment at Church Street Recreation Ground and an online petition against the removal was handed to the Chairman of the Council. This item was later discussed in Item 202.1.

Concerns were raised over the public toilets being closed whilst the park was open. The Clerk to speak to the Supervisors. It was also noted that there was graffiti on the red swings at the top of the park. The Clerk to get the graffiti removed.

Residents of Austin Way gave a brief report on the current maintenance contract for Austin Way. This item was later discussed under Item 210.4.

The meeting resumed.

200. FINANCE

200.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 536 to 555 in the financial year ending 31.3.2014 with expenditure of £5,080.43 and income of £255.00, be approved. The comparison of income and expenditure with the budget and bank reconciliation was noted. It was also AGREED that the list of payments and receipts, with vouchers 1 to 42 in the financial year ending 31.3.2015 with expenditure of £21,172.48 and income of £1,498.00, be approved. The comparison of income and expenditure with the budget and bank reconciliation was noted.

200.2 The draft end of year balance sheet was considered and APPROVED.

200.3 Membership to the Society of Local Council Clerks and Norfolk Association of Local Councils for the ensuing year was considered and APPROVED.

200.4 A working group consisting of Councillors Mrs Chandler, Honess and Mrs Williams to look at grant applications and make recommendations to full council was AGREED.

200.5 The Clerk reported that the Council has received an additional grant of £1,005.00 from Broadland District Council as part of the transitional grant received from Central Government in 2013-14.

201. PLANNING

201.1 Planning Applications

20140545-Variation of Conditions 4 & 5 of Planning Permission 20100474-Hayman Lodge, Oak Lane, Old Catton, NR6 7DB.

NO OBJECTION

20140505-1. Two Storey Side Extension 2. First Floor Rear Extension-32 West Acre Drive, Old Catton, NR6 7HX.

NO OBJECTION

20140588-Formation of Vehicular Access onto St. Faiths Road-2 Louis Close, Old Catton, NR6 7BG. NO OBJECTION IN PRINCIPLE HOWEVER THERE ARE CONCERNS OVER THE PROPOSED ACCESS BEING ON A BEND AND OPPOSITE A BUSY BUS STOP

20140573-Erection of Dwelling with Garage Including New Vehicular Access-Catton Old Hall, Lodge Lane, Old Catton, NR6 7HG.

NO OBJECTION

201.2 Other planning matters

The Clerk stated that the Development Company that is dealing with the site at Repton Avenue and St. Faiths Road has enquired if the Council has any further information at this stage. It was AGREED to wait until more detailed plans are forwarded to the Council.

201.3 Parish Plan

The Clerk reported that at the last meeting of the Parish Plan Working Group it was AGREED in principle that the Council would look into producing a Neighbourhood Plan but decided that for it to work it would need the input from residents and community groups. Therefore, it proposed that the electorate be consulted via the Spring Newsletter and Annual Parish Meeting in May before a definitive decision is made to proceed with the plan.

202. CHURCH STREET RECREATION GROUND

202.1 The Clerk updated all those present on the current situation regarding the Titan play equipment. The equipment was offered to the surrounding parishes following complaints of foul language and excessive noise levels from residents surrounding the park. A notice was also erected forewarning people of the removal of the equipment in the near future. In the meantime the offer of the equipment to the surrounding parishes was not taken up nor carried forward. A great deal of feedback was obtained from residents and users of the equipment including a petition which was presented at the Council meeting to reconsider the proposal to remove the equipment. It was AGREED that the Titan remains in situ and that a sign be made with a set of rules on i.e. please refrain from using foul language, please respect your neighbours. The Police have agreed to patrol the area on a more

regular basis and deal with any anti-social behaviour. The Recreation Ground Supervisors to also enforce the rules and patrol the area on a more regular basis.

- 202.2 Councillor Miss Wilkin stated that she had walked the park with the new supervisor. The Park was looking a picture. The supervisor had suggested erecting a sign with regards to the disposal of litter and the installation of a bike rack. It was AGREED that the Clerk would look into costings for both ideas.

203. LAVARÉ PARK

203.1. Progress with new piece of land and Old Catton Junior Football Club

It was noted that the knee rail fencing is almost complete. The new gate will be installed in the coming weeks. Quotations are still being sought with regards to the new play area. Once all three quotes have been received the Clerk will consult with the residents of Austin Way. The idea of forming a wildflower meadow is coming along nicely. The Clerk to check with Highways with regards to the existing entrance remaining open. The new piece of land has been sprayed with weed killer. Councillor Tingle presented a report with regards to the levelling off of the old play area to allow for extra car parking. It was AGREED that the quote from Stemma of £1,611.00 plus VAT for type 1 granite be accepted. The football club to pay for this.

203.2. Any other matters requiring attention

There were no other matters requiring attention.

204. CEMETERY AND CHURCHYARD

- 204.1 It was noted that the Cemetery was looking lovely. Councillor Leggett stated that the sewerage works should soon be completed for the installation of a toilet in the Church. The Clerk reported that following her investigations with regards to decorations on the graves in the Churchyard, it is the churches responsibility to control this. Councillor Leggett stated that he would take the matter up with the church and also speak to them about the Atkinson family plaque on the gate. It was also noted that the gate needed some attention. Councillor Leggett to also take this up on the Council's behalf.

205. WAR MEMORIAL

- 205.1 Councillor Mrs Williams stated that in general the War Memorial was in good order however some de-weeding did need doing. The Clerk to ask the groundsman to attend to this.

206. BUS SHELTERS

- 206.1 It was noted that the Bus Shelters were all in good order. The Clerk reported that she had made some enquiries with regards to the installation of a bus shelter in Lodge Lane opposite The Paddocks and also on St. Faiths Road opposite Appleacres. Planning permission would need to be sought for both sites costing £97.50 per site. Highway consent would then need to be obtained. She has received some quotations and to supply and install a shelter it would cost in the region of £11,500.00. The Council could apply for 75% funding from Norfolk County Council but to do that a survey needs to be carried out to obtain public opinion. It was AGREED that a piece would go in the Spring Newsletter and it would also be discussed with residents at the Annual Parish Meeting.

207. VILLAGE HALL

- 207.1 Councillor B Palmer stated that the resurfacing of the car park is now complete. This will have a huge difference to the users of the Hall and is a credit to the Village.

208. CATTON PARK

- 208.1 Councillor Tingle stated that the Trust is looking at employing a Park and Volunteer Officer on a 12 month contract. A cash register is being purchased for Hayman Lodge. Councillor Tingle has volunteered to look into ways of dealing with the dog nuisance issue.

209. HIGHWAYS

- 209.1 There were no problems requiring attention.
209.2 The Clerk reported a letter from Norfolk County Council which stated that the Parish Council's bid for a speed indicator device, as part of the Parish Partnership 2014/2015, has been successful and further information will be sent at a future date.

210. CORRESPONDENCE

- 210.1 44th Norwich Scouts re. WW1 Centenary. RESOLVED to allow for the planting of poppy seeds.

- 210.2 Local Works re. Sustainable Communities Act. RESOLVED that the Clerk seeks further information before a decision to support this or not is taken.
- 210.3 Mr K Leggett re. Installation of a path. RESOLVED that the Clerk, in consultation with Mr Leggett, finds out how much Broadland District Council would be willing to contribute and that 3 quotations should be obtained. The possibility of a trod could be looked into as well. Once this information is sought the Clerk to bring back to the Council.
- 210.4 Local resident re. Maintenance contract of Austin Way. It was RESOLVED that the Clerk makes enquiries into the possibility of the Council taking this over and brings her findings back to the Council.
- 210.5 The Rural Services Network re. Rural Sounding Board. If any Councillor wishes to be part of the group they are to inform the Clerk by 15th May.
- 210.6 CPRE Norfolk re. Footpaths Project. RESOLVED that the Clerk investigates if the Parish has any footpaths before making a decision.
- 210.7 BDC re. Overview & Scrutiny. RESOLVED to invite the committee to a pre-meeting at 6.30pm on Monday 12th May 2014.
- 210.8 Old Catton Society re. Thank you for grant. Noted.

211. MATTERS FOR FUTURE MEETINGS

Any matters for future meetings to be given to the Clerk.

- 212. It was RESOLVED 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.
- 213. The contract renewal for street lighting maintenance was considered. It was AGREED to sign a 6 year contract at a cost of £1,804.50 plus VAT per annum.
- 214. The draft Staff Handbook was considered and APPROVED.
- 215. The first draft lease for Lavaré Park was considered. A few alterations and queries were made. The Clerk to take these back to the Solicitor and await a second draft.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.25pm.

Chairman, 12th May 2014