

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.30 P.M. ON MONDAY 8th JUNE 2015
AT THE PAVILION, CHURCH STREET, OLD CATTON

PRESENT: Mr J Arnott Mrs A Chandler Mr I Chapman
Mr P Crisp Mrs L Fawke Mr B Leggett
Mr B Palmer Mr B Sabberton-Coe Mr R Tovell
Mr M Vincent Mrs J Williams

Norfolk County Councillor Mrs J Leggett
Broadland District Councillor Mr K Leggett
Broadland District Councillor Mrs K Vincent
PCSO K Casburn
5 residents

22. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Miss Wilkin due to a holiday commitment and Councillor Honess due to a personal commitment.

23. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

Interests were declared as follows –
Mr B Leggett, Mr B Palmer and Mr B Sabberton-Coe - Village Hall Management Committee.
Mr M Vincent – Item 8 and 23.
Mrs L Fawke – Item 23.

24. MINUTES OF THE MEETING OF 14.05.2015

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

25. MATTERS ARISING

There were no matters arising therefrom.

26. PUBLIC DISCUSSION

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

A report with the latest crime figures for the Parish was distributed, a copy of which is attached to the official minutes.

Norfolk County Councillor Judy Leggett gave a report, a copy of which is attached to the official minutes. She hoped that the Parish Council would respond positively to her request under item 9.3.

Broadland District Councillor K Leggett thanked everyone for their kind words at being elected Chairman of Broadland District Council he also thanked everyone for their continued support with regard to recycling glass at the bottle banks within the Parish for Catton Park Trust. He also spoke about the Solar Together Norfolk partnership launch which closes on 17th June 2015.

The meeting resumed.

27. FINANCE

27.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 89 to 130 in the financial year ending 31.3.2016 with expenditure of £12,492.39 and income of £6,794.00, be approved. A comparison of the budget and a bank reconciliation was also noted.

27.2. The Annual Return for the year ended 31st March 2015, including the Annual Governance Statement 2014/2015 was considered and APPROVED.

27.3. The Internal Audit report for 2014/2015 was considered and APPROVED. A copy is attached to the official minutes.

28. PLANNING

28.1. Planning Applications

20150673-Ground & First Floor Extensions & Garage Extension – 2 Woodham Leas, Old Catton, NR6 7EE.

NO OBJECTION

28.2. The Clerk stated that she had received correspondence from the Secretary of State with regard to its decision on the NDR. A copy of which will be kept in the Clerk's office for anyone to view. She also stated that she had received a response from Broadland District Council with regard to planning application 20150496-Lodge Farm, 299 St. Faiths Road. The developer has been asked to scale down the proposal and the Parish Council will be re-consulted when amended plans are received.

29. NEIGHBOURHOOD PLAN

29.1. A progress report on the Neighbourhood Plan was received and noted, a copy of which is attached to the official minutes. Karen and Shaun Vincent were thanked for all their hard work and advice on the plan so far.

30. POLICIES

30.1. Converting to electronic summons was considered. It was AGREED not to proceed with this course of action.

30.2. The Parish Council RESOLVED that from 8th June 2015, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

30.3. Correspondence from Norfolk County Councillor Mrs Leggett regarding Sprowston Youth Engagement Project (SYEP). It was RESOLVED to allow a caravan to be parked on the car park of Church Street Recreation Ground for a period of 6 weeks. A donation of £100.00 towards this project to also be made.

The report regarding Youth Councils was considered. It was RESOLVED that a member attends the Youth Engagement Workshop at the Diamond Centre on Thursday 11th June from 6pm to 8pm to seek advice and information to bring back to the Parish Council.

31. CHURCH STREET RECREATION GROUND

31.1. The Clerk stated that three quotations had been obtained with regard to servicing and sharpening the triple mowers. It was AGREED to go ahead with the quotation from Bartram Mowers at a cost of £892.82 plus VAT.

The Clerk stated that the planning application for the metal container is in the process of being submitted.

The matter of the Titan will be discussed at the next Council Meeting.

32. LAVARÉ PARK

32.1. Lavaré Park Project

The Clerk stated that the weeds in the Car Park have been sprayed and that the grass has been cut. Councillor Arnott stated that the Wildflower Meadow has now been sown and the area tidied up. He stated that we need to look at the first year's maintenance of the Wildflower Meadow and that we could possibly ask Greenway Ecological to produce and complete a maintenance programme with the Groundsman's input. The possibility of installing a solid plastic bench in this area to be discussed at the next council meeting.

32.2. There were no other matters requiring attention.

33. CEMETERY AND CHURCHYARD

33.1. Councillor Leggett stated that the Churchyard was in good order.

Councillor Tovell stated that the Cemetery was in good order although one of the refuse bins was rotten and needs replacing urgently. The Clerk stated that she was aware of this and had the matter in hand. Councillor Tovell also stated that an assessment of the headstones was needed as some are tilting. The Clerk to also deal with this. The information board at the entrance to the Cemetery

still has the previous Clerk's name on and it was therefore AGREED that this should be painted over in black paint. With regard to the edging on the roundabout Councillor Tovell felt that this was not necessary and it was therefore AGREED that Councillors Tovell and Sabberton-Coe would have a site visit to discuss this further.

34. WAR MEMORIAL

- 34.1. Councillor Mrs Williams stated that the War Memorial was in good order. The re-varnishing of the benches was still outstanding.

35. BUS SHELTERS

- 35.1. It was noted that the Bus Shelters were all in good order.

36. VILLAGE HALL

- 36.1. It was noted that the Village Hall was in an excellent condition and well supported. The Annual General Meeting was held on 28th May 2015.

37. STREET LIGHTS, HEDGES, PATHS AND VERGES

- 37.1. The two quotations from T T Jones Electrical Ltd regarding additional street lights in West Acre Drive and Taylors Lane was discussed. It was AGREED in principle to proceed with the quotation in Taylors Lane once the position of the light had been agreed with the resident. With regard to the street light in West Acre Drive there was some confusion as to the position of the proposed street light. Councillors Sabberton-Coe and Leggett to meet with the resident to clarify the position before a decision is made.
- 37.2. The renovation of the Cat on the Barrel in Church Street was considered and AGREED that this would be reviewed in a year's time.
- 37.3. The Clerk handed a boundary map of Old Catton to the seven councillors responsible for street lights, hedges, paths and verges. The map has been split into seven areas and it was to be decided amongst the seven councillors who would be responsible for what area.

38. CATTON PARK

- 38.1. The Clerk stated that the Friends Annual General Meeting would be taking place on 9th June 2015. The Chairmen urged all councillors to become a Friend of Catton Park. An update on the glass recycling banks at Morrisons, The Maids Head and The Woodman was given. Car Boot sales are now taking place on a Wednesday morning and seem to be well attended and received.

39. HIGHWAYS

- 39.1. The Clerk stated that the Parish Rangers would be in the Village week commencing 29th June. It was noted that there is a pothole by the drain outside 4 Colkett Drive. The footpath between Catton Chase and St. Faiths Road needs attention as does the footpath between Billing Close and Ecton Walk. All other issues are to be sent to the Clerk by 18th June at the latest.
- 39.2. It was also noted that the fence and vegetation at the bottom of the Deer Park on Spixworth Road needs attention. The Clerk to contact Mr Buxton about this.
40. Councillor Arnott gave a report on the recent meeting of the Airport Consultative Committee. A copy of which is attached to the official minutes.

41. CORRESPONDENCE

- 41.1. Norfolk Parishes Training Partnership re. Introductory Training for Councillors. Any member wishing to attend to inform the Parish Clerk.
- 41.2. Broadland District Council re. Planning Survey. It was AGREED that the Clerk could inform Broadland of councillors personal email addresses.

42. MATTERS FOR FUTURE MEETINGS

Any matters for future meetings to be given to the Clerk. It was AGREED that items relating to the 7th May Parish Election and eligibility of candidates will be discussed. The Clerk to also investigate costs for a new Chairman's badge of office.

43. 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.

44. The report from the Clerk regarding staffing was considered. It was AGREED to renew Ms S Vincent's contract of employment as Deputy Clerk on salary scale SCP6 for a period of 10 months until 31st March 2016. The post to be reviewed in December 2015 as to whether this should become a permanent post.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.57pm.

Chairman, 13th July 2015

DRAFT