

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.30 P.M. ON MONDAY 9th MARCH 2015
AT THE PAVILION, CHURCH STREET RECREATION GROUND

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

Broadland District Councillor Mr K Leggett
Norfolk County Councillor Mr J Leggett
7 residents

389. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Mr Arnott and Mrs Chandler due to holiday commitments.

390. 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 – Neighbourhood Plan for Old Catton.

391. MINUTES OF THE MEETING OF 09.02.2015

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

392. MATTERS ARISING

392.1. There were no matters arising therefrom.

393. PUBLIC DISCUSSION

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

As the Police were not present a copy of the latest police report was distributed, a copy of which is attached to the official minutes. The lack of crime within the Parish was noted and the Police were congratulated.

Norfolk County Councillor Judy Leggett presented a report, a copy of which is attached to the official minutes. She stated that the existing pedestrian crossing in Chartwell Road is due to be changed. She will forward all correspondence to the Clerk. She is working closely with a youth worker to reach out to the youth of Old Catton.

A local resident stated that the street light at the end of the drive to the Recreation Ground was not working. The Clerk stated that his has been reported to the street lighting engineers. The resident also stated that one day during the February half term the public toilets at the Recreation Ground were closed. The Clerk explained that there had been a problem with children having water fights in the toilets and therefore they had to be shut whilst the floors dried. The resident also stated that a bin should be erected at the bus stop in Lodge Lane. The Clerk to liaise with Broadland District Council over this matter.

A local resident asked for an update with regard to the relocation of the Titan. He was informed that this would be discussed under item 10.1.

Broadland District Councillor K Leggett gave a brief report on Broadland District Councils decision on granting planning permission to the outline application for development on Buxton Road, Spixworth.

He also stated that the Community Infrastructure Levy (CIL) article in the Parish Pages is a good read.

Two local residents expressed their concerns with regard to the planning application for development at Dixons Fold.

A local resident expressed concern with regard to the road outside the Maids Head Public House on Spixworth Road. Approximately 3-4 years ago the works to the drains took place and it seems that the road is sinking. The Clerk to contact Highways.

The meeting resumed.

394. FINANCE

394.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 544 to 583 in the financial year ending 31.3.2015 with expenditure of £18,639.48 and income of £5,592.76, be approved. The comparison of income and expenditure with the budget and bank reconciliation was noted.

394.2. It was AGREED to renew membership to Norfolk RCC for a premium of £20.00 for the ensuing year.

394.3. It was AGREED to renew membership to The Norfolk Playing Fields Association for a premium of £45.00 for the ensuing year.

395. PLANNING

395.1. Planning Applications

20150272-Single Storey Rear Extension-3 Parkside Drive, Old Catton, NR6 7DP.

NO OBJECTION

20150131-Demolition of Bungalow and Erect 16 Dwellings (Outline)-11 Dixons Fold, Old Catton, NR6 7QD.

RECOMMEND REFUSAL ON THE FOLLOWING GROUNDS: -

- It is felt that the proposals are an overdevelopment of the site which would result in overlooking and loss of privacy to existing properties surrounding the development.
- The density of the proposed development is quite high which means that there would also be a loss or an effect on the trees within and surrounding the development.
- The Parish Council is also concerned about the impact of highways if an access road was to be established from Lucerne Close as this is already a small area and adding extra traffic movement could result in some major highway issues.

395.2. Councillor Arnott's report regarding the development at Buxton Road, Spixworth was received and noted.

395.3. Correspondence from Broadland District Council regarding planning application 20142005-72 Norman Drive, Old Catton was received and noted.

395.4. Correspondence from Broadland District Council regarding Broadland Local Plan document was received and noted.

395.5. It was noted that Broadland District Council's Planning Committee will be meeting on Wednesday 11th March to further discuss the Beyond Green planning application. It was AGREED that Councillor Vincent attends the meeting and speaks on behalf of the Parish Council.

395.6. There were no other planning matters.

396. NEIGHBOURHOOD PLAN

396.1. The updated Terms of Reference for the Steering Group were received and APPROVED.

396.2. A progress report on the Neighbourhood Plan was received and noted. The Chairman stated that he had attended the networking meeting at Broadland with Councillors Chandler and Fawke. He stated that the meeting was very interesting.

397. POLICIES

397.1. Old Catton Parish Council Standing Orders were reviewed and the amendment to Standing Order 3L was APPROVED.

397.2. The Protocol for Recording of Council Meetings was considered and APPROVED.

397.3. It was AGREED that Old Catton Parish Council Financial Regulations be deferred until the next meeting of the Council.

397.4. It was AGREED that the Effectiveness of Internal Audit for Old Catton Parish Council be deferred until the next meeting of the Council.

398. CHURCH STREET RECREATION GROUND

398.1. The Clerk explained that she has received a revised quotation from the play equipment company that installed the Titan and explained the reasoning behind the increase in the quote. It was AGREED that the Clerk should seek costings from other companies to relocate the equipment and approach the Norfolk Playing Fields Association with regard to signing off the work to ROSPA standards.

399. LAVARÉ PARK

399.1. Lavaré Park Project

It was noted that this project is almost complete with the wildflower meadow being seeded in the spring. The Clerk read out an email from the Highways Officer with regard to double yellow lines being implemented in Austin Way which was noted. It was AGREED not to plant established hedging in front of the new play area as it is felt that the hedging would encourage anti-social behaviour.

399.2. Correspondence from Old Catton Junior Football Club regarding improvements to the Park and Pavilion was discussed. The Clerk to reply accordingly.

399.3. The Chairman requested that the Clerk makes an appointment to inspect the Park and Pavilion with the Football Club. It was noted that recently installed mesh reinforcement matting needs some attention. Councillor Tingle to get some costings together for the April meeting.

400. CEMETERY AND CHURCHYARD

400.1. Councillor Miss Wilkin stated that the Cemetery was in good order. The work to the desktops for the burial of ashes has been completed and makes a vast improvement. It was noted that the grass on the roundabout is being ruined when vehicles are driving round it. It was therefore AGREED to edge the grass off to stop this from happening again. It was also noted that the Clerk's name needs to be changed on the wooden board at the entrance to the Cemetery.

The Clerk stated that she will be looking to extend the burial plots within the Cemetery in the coming weeks and will liaise with the Groundsman and Mr Martin.

Councillor Leggett stated that the Churchyard was in good order and expressed his thanks to Mr Martin for the work he does at the Churchyard.

401. WAR MEMORIAL

401.1. Councillor Mrs Williams stated that the War Memorial was in good order. The Clerk stated that re-pointing works have been completed and that the three small trees between the wall and the fence surrounding the war memorial have been removed.

402. BUS SHELTERS

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

403. VILLAGE HALL

403.1. It was noted that the Village Hall was in an excellent condition.

404. CATTON PARK

404.1. The Clerk stated that she has received seven applications for the Volunteer and Events Officer vacancy and interviews would be taking place on 19th March. The Chairman reported that he had met with an Officer of Broadland District Council and the Warden of Catton Park to discuss options for the future of the storage containers when planning permission runs out in July 2017. Discussions also took place with regard to lighting the drive to Hayman Lodge and parking outside of the Lodge. The Warden and Trust are working on a planning application for all three ideas and further information will become available in the near future. Plans to extend the kitchen in the Lodge are also being investigated.

405. HIGHWAYS

405.1. The Clerk reported that the Norfolk County Council street lighting workshop will take place on 31st March 2015 at Hethel Engineering Centre from 12pm to 2.30pm. If any councillor can attend if they can let the Clerk know.

The Clerk read out an email from Norfolk County Councillor Judy Leggett regarding an up to date traffic survey in Fifers Lane/St. Faiths Road which was noted.

The Clerk also read out an email from the Highways Officer with regard to double yellow lines outside Garrick Green School. It was AGREED not to pursue this any further due to the lack of enforcement. The Clerk stated that the Parish Rangers will be in the Parish week commencing 30th March. If anyone has any items that need attention they are to let the Clerk know.

406. CORRESPONDENCE

- 406.1. Broadland District Council re. Broadland Housing Options Allocations Scheme. If any councillor has any comments they are to let the Clerk know by 11th March 2015.
- 406.2. Norfolk County Council re. Norfolk Minerals Site Specific Allocations Development Plan Document. If any councillor has any comments they are to let the Clerk know by 19th April 2015.
- 406.3. Broadland District Council re. Site Allocations Development Plan and Development Management Plan Documents. If any councillor has any comments they are to let the Clerk know by the 7th April 2015.
- 406.4. Broadland District Council re. Chinese Lanterns. It was RESOLVED to support the National Farmers' Union (NFU) campaign to the Government to ban the sale of and public use of releasing sky lanterns (commonly referred to as 'Chinese lanterns') into the environment. Furthermore, pending the introduction of a nationwide ban, the Council prohibits the release of sky lanterns from land in its ownership.
- 406.5. Norfolk County Council re. Review of committee system of governance. If any councillors wish to make comment they are to let the Clerk know.

407. MATTERS FOR FUTURE MEETINGS

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

- 408. 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.
- 409. The Clerk reported that five applications have been received for the Recreation Ground Supervisor vacancy. It was AGREED that the interview panel shall consist of Councillors Palmer and Mrs Fawke and the Clerk. Interviews to take place by the end of March.
- 410. The Clerk reported that following the Councils decision, via email, in January to employ a temporary part time office assistant to assist the Clerk in her duties, the position has been filled.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.10pm.

Chairman, 13th April 2015