

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.30 P.M. ON MONDAY 12th OCTOBER 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 Miss P Wilkin

Norfolk County Councillor Mrs J Leggett
Broadland District Councillor Mr K Leggett
Broadland District Councillor Mrs K Vincent
Norfolk Constabulary, PSCO S McCue
2 residents

84. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Honess due to another commitment.

85. 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.

86. MINUTES OF THE MEETING OF 07.09.2015

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 some minor amendments.

87. MATTERS ARISING

- 87.1. It was noted that under item 81.6 the case has now been dropped by Broadland District Council. Concerns regarding brambles over-hanging the property boundary onto the footpath were raised. It was AGREED that the Clerk sends the proprietor a letter respectfully asking for the brambles to be cut back.

88. PUBLIC DISCUSSION

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

PCSO S McCue reported on recent crime figures for the Parish, a copy of which is attached to the official minutes. It was noted that there has been some anti-social behaviour at Lavaré Park once again. This is still a SNAP Priority and the area is patrolled on a regular basis.

Norfolk County Councillor Judy Leggett gave a report, a copy of which is attached to the official minutes. It was noted that the next SNAP meeting will take place on 21st October 2015. She gave an update on youth provision for the Parish. She also gave an update on the NDR. Mrs Leggett was asked to chase up at NCC as to when the word 'SLOW' will be painted at either end of the terraced houses on Church Street.

Broadland District Councillor K Leggett gave an update on the Community Infrastructure Levy (CIL). He hoped to have further information after 12th November.

The meeting resumed.

89. FINANCE

89.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 271 to 333 in the financial year ending 31.3.2016 with expenditure of £23,053.09 and income of £90,623.69, be approved.

- 89.2. Councillor Chapman's request to change bank account from Barclays to Unity Trust Bank was considered. It was AGREED to stay with Barclays Bank for the time being.
- 89.3. The external auditor's report for accounts ending 31st March 2015 was received and noted.
- 89.4. The option of requesting a loan from Broadland District Council from CIL money allocated to the Parish was deferred until further information is sought
- 89.5. It was AGREED that Councillors Chandler, Fawke, Wilkin and Williams meet with the Clerk to discuss grant applications for 2015/16 and the budget and precept for 2016/17 to bring back to the Council for consideration.

90. PLANNING

- 90.1. **20151533**-Two Storey Rear Extension – 5 Parkside Drive, Old Catton, NR6 7DP.
NO OBJECTION
20151426-Hipped Roof Glasshouse within Rear Garden-69 Spixworth Road, Old Catton, NR6 7NQ.
NO OBJECTION
20151477-Single Storey Rear Extension & Rooms in Roof-170 Spixworth Road, Old Catton, NR6 7DY.
NO OBJECTION
- 90.2. Questions were raised over amended plans to the proposed development at Dixons Fold. District Councillor K Leggett to make enquiries and let the Clerk know.
- 90.3. The Clerk stated that the Parish does not currently have an Emergency Plan in place. It was AGREED that the Clerk finds out if Broadland District Council has a plan and if it includes Old Catton. These findings to be brought back to the next meeting.

91. NEIGHBOURHOOD PLAN

- 91.1. A progress report on the Neighbourhood Plan was received and noted, a copy of which is attached to the official minutes.

92. CHURCH STREET RECREATION GROUND

- 92.1. The Clerk stated that the Titan has been relocated. The Chairman stated that a petition from residents of Garrick Green regarding overgrown trees has been sent to Broadland District Council. Councillor Wilkin stated that she is in the process of setting up a meeting with the Club users of the Recreation Ground.
- 92.2. Quotations for purchasing a grass maintenance system for the Bowls Green and Cricket Pitch were considered. It was AGREED that revised like for like quotations be sought and brought back to the Parish Council.
- 92.3. A request from local residents regarding installation of a memorial bench was considered and APPROVED.

93. LAVARÉ PARK

- 93.1. Lavaré Park Project
Councillor Arnott gave an update on the wildflower meadow and the germination of seeds. It was AGREED that Councillor Arnott contacts Greenway Ecological Ltd with regards to an information board containing information on the flowers to be erected. The proposal to place hedging, donated by Broadland District Council, along the back of the play area was not agreed to as it was felt that this would encourage anti-social behaviour.

94. CEMETERY AND CHURCHYARD

- 94.1. Councillor Leggett stated that the Churchyard was in good order however, the hawthorn hedge with the oak tree in needs tidying up. The Groundsman to do this. Councillor Tovell stated that the stonemason has been in contact and would be arranging a meeting to inspect the headstones at the end of the month. Councillor Tovell to meet with Mr J Martin regarding the marking of future graves. The re-grassing of the wildflower part of the cemetery is in hand. The drain cover outside of the main gates to be lifted and cleared. The Clerk stated that she has received one quotation for the re-kerbing of the roundabout. Two further quotes to be obtained.

95. WAR MEMORIAL

- 95.1. Councillor Mrs Williams stated that the War Memorial was in good order. It to be cleared for Remembrance Sunday.

96. BUS SHELTERS

- 96.1. It was noted that the Bus Shelters were all in good order following the recent cleaning of them. The bus timetables on the bus shelter on Spixworth Road have brown tape on them. The Clerk to investigate this.
- 96.2. The two requests for the provision of two bus shelters within the Parish were considered. It was AGREED that they be added to a future wish list.

97. VILLAGE HALL

- 97.1. It was noted that the Village Hall was in an excellent condition and a real asset to the Village.

98. STREET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS

- 98.1. Councillors considered organising and promoting 'The Big Tidy-Up' for Old Catton. It was AGREED that this be put out to residents to see if there is a need within the Parish.
- 98.2. The installation of an additional street light in West Acre Drive was considered. It was AGREED that the request from the resident be turned down as it is felt that there is already adequate lighting.
- 98.3. Correspondence from T T Jones Electrical regarding the street light defect list was considered. Councillors to pass their findings on to the Clerk. It was AGREED that next time a councillor inspects the lights with the contractor so that everyone is aware of the process.
- 98.4. The seven councillors responsible for inspecting areas of the Parish to revise their areas with the boundary map to make it clearer for them. After six months seven other councillors to take over inspecting the areas for six months.

99. CATTON PARK

- 99.1. Councillor B Leggett stated the routine maintenance work is taking place at the Park. He is currently collecting data to present to the Trustees on 26th October 2015.

100. POLICIES AND PROCEDURES

- 100.1. Meeting dates for 2016 were AGREED. It was also AGREED that from November 2015 all Parish Council meetings will commence at 7pm. From 2016 there will also be a meeting held in August.
- 100.2. The Social Media Policy was considered. It was AGREED that the Clerk amends the policy with regard to Councillors tweeting during meetings etc and bring the revised policy back to the Council for approval.
- 100.3. The application form for dispensation was considered and AGREED. It was also AGREED to delegate to the Clerk the power to grant dispensations.
- 100.4. It was AGREED to allow the Clerk and Deputy Clerk to work toward obtaining a National Vocational Qualification (NVQ) which is fully funded by Government.

101. CORRESPONDENCE

- 101.1. NCC re. Section 31(6) Highways Act and Section 15A(1) Commons Act 2006. Noted.
- 101.2. NCC re. Norfolk Older People's Strategic Partnership – New 3 year strategy. Noted.
- 101.3. BDC re. Annual Meeting for Town & Parish Councils. AGREED that Councillors Arnott, Leggett and Sabberton-Coe attend on behalf of the Parish Council.
- 101.4. The Clerk stated that a meeting of the Beeston Park Programme Board, formerly known as Beyond Green, will be held on 27th October at 10.30am. Councillor Vincent to attend on behalf of the Council.
- 101.5. The Clerk stated that the Deputy Clerk has studied the Site Allocations Development Management Development Plan Document and although modification have been made they do not affect Old Catton.

- 102.** Email correspondence from Councillor Chapman with various requests was considered. It was AGREED that the Clerk seeks quotations for the installation of solar panels on the roof of the Pavilion and brings back to the Council.
The Clerk to also look into the possibility of a Community Right to Bid with regard to the Maids Head Public House.
An additional scheme for the Parish Partnership 2016/2017 be put together for consideration at a later date.

The possibility of installing cycle racks at the Recreation Ground in Church Street was not agreed to.

103. The arrangements for Remembrance Sunday were discussed. It was AGREED that Councillors Arnott, Palmer and Tovell liaise with the Clerk to ensure the smooth running of the day.

104. MATTERS FOR FUTURE MEETINGS

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

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.40pm.

Chairman, 9th November 2015

DRAFT