

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT 7.30 P.M. ON MONDAY 13<sup>th</sup> APRIL 2015**  
**AT THE PAVILION, CHURCH STREET RECREATION GROUND**

**PRESENT:** Mr J Arnott                      Ms W Atkinson                      Mrs A Chandler  
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  
Norfolk Constabulary PC K Lambert  
8 residents

**411. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**412. 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.

**413. MINUTES OF THE MEETING OF 09.03.2015**

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

**414. MATTERS ARISING**

- 414.1. Councillor Vincent asked the Clerk to chase Highways with regard to the re-installment of the red surfacing on the road at the pedestrian crossing in Spixworth Road between Burma Road and Church Street.

**415. PUBLIC DISCUSSION**

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

PC Lambert reported on the latest crime figures for the Parish, a copy of which is attached to the official minutes. He stated that the Police had been receiving complaints from a resident with regard to people playing football in the grounds of Old Catton Junior School after hours. He will be talking to the school and resident to try and resolve the matter.

Two residents raised their concerns with regard to obstructive/dangerous parking in Blacksmiths Way. PC Lambert stated that he would look into this.

Broadland District Councillor K Leggett thanked the Parish Council for supporting the ban on the use of Chinese lanterns. He also gave an update on the situation with regard to recycling at the bottle banks at Morrisons, The Maids Head and the Woodman. K Leggett was thanked for all his efforts on the matter.

Norfolk County Councillor Judy Leggett presented a report, a copy of which is attached to the official minutes.

A local resident stated that the work the Parish Rangers had recently undertaken was satisfactory. However, the footpath between Billing Close and Ecton Walk still needs attention. The Clerk to contact Highways.

The resident also stated that the bottom of the hedge by the allotments on the Spixworth Road needs cutting again. Mrs A Chandler to deal with this.

A local resident stated that cars were parking on the pavement by the road and car park of Catton Park in Oak Lane. It was agreed that this matter would be discussed at the meeting of Catton Park Trust following the Parish Council meeting.

The meeting resumed.

#### **416. FINANCE**

##### **416.1. Payments and receipts**

It was AGREED that the list of payments and receipts, with vouchers 584 to 604 in the financial year ending 31.3.2015 with expenditure of £5,939.68 and income of £3,793.04, 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 41 in the financial year ending 31.3.2016 with expenditure of £16,727.64 and income of £135.00, be approved. The comparison of income and expenditure with the budget was noted.

416.2. It was AGREED to renew membership to Norfolk Association of Local Councils for a premium of £707.38 for the ensuing year.

416.3. It was AGREED to donate £50.00 to the MacMillan Cancer Support Ring Road Charity Walk as organised by The Maids Head.

#### **417. PLANNING**

##### **417.1. Planning Applications**

**20150442**-Erection of Conservatory-188 Proctor Road, Old Catton, NR6 7ER.  
NO OBJECTION

417.2. Correspondence from Broadland District Council regarding planning application 20141208-20 Catton Old Hall, Lodge Lane, Old Catton was received and noted.

417.3. Councillor Arnott raised concerns regarding work that is taking place at Repton House. The Clerk to contact Broadland District Council for an update.

#### **418. NEIGHBOURHOOD PLAN**

418.1. 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.

#### **419. POLICIES**

419.1. It was agreed that Old Catton Parish Council Financial Regulations be APPROVED.

419.2. It was agreed that the Effectiveness of Internal Audit for Old Catton Parish Council be APPROVED.

419.3. It was agreed that Old Catton Parish Council Members' Code of Conduct be reviewed and APPROVED.

419.4. The Council considered electronic summons for all council meeting. It was AGREED to defer this item for the newly elected Council.

#### **420. CHURCH STREET RECREATION GROUND**

420.1. The Clerk stated that she has found correspondence that states that planning permission for the steel container ran out in 2011. It was AGREED that a new application be submitted and that costs be shared equally between the Council and Old Catton Junior Football Club.

420.2. The report from Norwich Electrical regarding electrical testing (NICEIC) report was discussed and AGREED that the remedial works costing £1,150.00 plus VAT be accepted.

420.3. The quotations for a new heating system at the Pavilion were considered. It was AGREED to accept the quotation from Norwich Electrical at a cost of £1,739.00 plus VAT.

#### **421. LAVARÉ PARK**

##### **421.1. Lavaré Park Project**

Councillor Arnott stated that work to the wildflower meadow will begin in the coming weeks.

Established hedging at the back of the wildflower meadow will be planted in the autumn now.

421.2. The Chairman stated that he had been approached by a resident of Austin Way requesting a key to the gate to the car park. It was AGREED that this request is not agreed to.

**422. CEMETERY AND CHURCHYARD**

- 422.1. Councillor Miss Wilkin stated that the Cemetery was in good order. Work to edge the grass off to the roundabout is still outstanding.  
Councillor Leggett stated that the Churchyard was in good order.  
A request from a resident to have a refund and to relinquish a pre-purchased plot at the cemetery was considered and it was AGREED that a full refund be given.

**423. WAR MEMORIAL**

- 423.1. Councillor Mrs Williams stated that the War Memorial was in good order although the benches could do with some maintenance. The Clerk to ask the Groundsman to deal with this.

**424. BUS SHELTERS**

- 424.1. It was noted that the Bus Shelters were all in good order. A request from a resident for a bus shelter at the bus stop outside Morrisons was considered. It was AGREED to add this to the planning application that is going to be submitted for two other bus shelters within the Parish.

**425. VILLAGE HALL**

- 425.1. It was noted that the Village Hall was in an excellent condition. Chloe Smith MP had visited the hall when attending a Horticultural Society event and was most impressed.

**426. CATTON PARK**

- 426.1. The Clerk distributed a lengthy report, a copy of which is attached to the official minutes. She stated that a Volunteer and Events Officer has now been appointed and is settling in well.

**427. HIGHWAYS**

- 427.1. It was noted that road was sinking outside the Maids Head on Spixworth Road, in Lodge Lane and at the bottom of Church Street. It was also noted that there was a pot hole by a drain outside 4 Colkett Drive and two potholes on the pavement outside 9 Colkett Drive.  
427.2. Correspondence from Norfolk County Councillor Mrs Judy Leggett regarding proposals for a puffin crossing in Chartwell Road was received and noted.  
427.3. Correspondence from Norfolk County Councillor Mrs Judy Leggett regarding trees in Catton Chase was received and noted.  
427.4. Correspondence from Norfolk County Council regarding the Street Lighting Workshop held on 31<sup>st</sup> March was received and noted.  
427.5. Correspondence from Norfolk County Council regarding the Parish Partnership for 2015-2016 was considered and APPROVED.

**428. CORRESPONDENCE**

- 428.1. Local Works re. Sustainable Communities Workshop to be held on 13<sup>th</sup> May 2015 at 11am at Attleborough Town Hall. Anyone wishing to attend on behalf of the Council is to inform the Clerk.  
428.2. Broadland District Council re. Youth Advocate. Noted.

**429. 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 8.50pm.

Chairman, 14<sup>th</sup> May 2015