

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00P.M. ON MONDAY 13th MARCH 2017
AT THE PAVILION, CHURCH STREET, OLD CATTON

PRESENT: Mr J Arnott Mrs A Chandler Mr P Crisp
Mr D Elmer Mrs L Fawke Mr B Honess
Mr B Leggett Mrs J Leggett Mr B Palmer
Mr B Sabberton-Coe Mr R Tovell Mr M Vincent

Broadland District Councillor Mrs K Vincent
Broadland District Councillor Mr K Leggett
Norfolk Constabulary, PC Nick Roberts
5 Residents

383. APOLOGIES FOR ABSENCE

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

384. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

Interests were declared as follows –
Councillors B Leggett, B Palmer and B Sabberton-Coe - Village Hall Management Committee.

385. MINUTES OF THE MEETING OF 13.02.2017

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

386. MATTERS ARISING AND ACTION PLAN

There were no matters arising from the minutes. An update was given with regard to points 89, 91, 93, 94 and 98 of the action plan.

387. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. The Clerk stated that she had received a reply from Veolia with regard to the council's recent grant application of which we have not been successful. She stated that she would be seeking alternative grants.

388. PUBLIC DISCUSSION

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

PC Nick Roberts presented a crime report, a copy of which is attached to the official minutes. He sympathised with the councils concerns regarding crime figures representing Old Catton and Sprowston and gave a breakdown of Old Catton's crime figures. Anti-social behaviour at the pond in Parkside Drive was also noted and he stated that regular patrols of this area would take place. It was noted that residents were concerned about speeding in Spixworth Road following the road traffic accident on Sunday. He stated that speed checks are taking place within the Parish and Spixworth Road is a priority.

Norfolk County Councillor J Leggett stated that residents can report potholes and road defects to Norfolk County Council via www.norfolk.gov.uk
She stated that she had been to a meeting regarding broadband in Norfolk and would circulate the paperwork once she had received it.
She also stated that the Environment Development and Transport Committee would be meeting to discuss the Parish Partnership Bids for 2017/2018 and they would also be discussing the possibility of each NCC Member having the sum of £6,000 to be spent on Highway improvements within the Parish.

Broadland District Councillor K Vincent gave an update on the recent council meeting whereby the 2017/2018 budget and annual audit was discussed. She also gave an update on footway lighting on

new developments. She also stated that she had been dealing with queries regarding the planning applications for Plots 9 & 10 St Faiths Road, Lucerne Close and Repton House.

Broadland District Councillor K Leggett gave an update on drain clearance In Old Catton, the CIL Loan for Old Catton, Repton House, recycling credits and Grow Your Community.

A local resident stated expressed support for the Repton House planning application. They also thanked all supporters of their coffee morning at which £1,780.00 was raised.

The meeting resumed.

389. FINANCE

389.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 598 to 636 in the year ending 31.03.2017 with expenditure of £18,915.43 and income of £3,064.00 be approved. A comparison of income and expenditure and bank reconciliation was noted.

389.2. Membership renewal for Community Action Norfolk was considered and APPROVED at a cost of £20.00 per annum.

389.3. It was reported and noted that borrowing approval from the Secretary of State for the CIL loan has been received.

389.4. It was AGREED to send the Clerk and Deputy Clerk on the following courses: -

- Norfolk Parish Training & Support's People Skills and Councillor Governance Seminar on Tuesday 21st March 2017 at £35.00 per person.
- Norfolk Branch of the Society of Local Council Clerk's Training Day and Annual General Meeting on Friday 21st April 2017 at £10.00 for the Clerk and £14.00 for the Deputy Clerk.
- Society of Local Council Clerks How to Effectively Communicate with your Community on Tuesday 9th May 2017 at £145.00 for the Clerk and £185.00 for the Deputy Clerk.
- Society of Local Council Clerks Quotes, Contracts and Tendering on Friday 23rd June 2017 at £145.00 for the Clerk and £185.00 for the Deputy Clerk.
- Society of Local Council Clerks Regional Conference on Wednesday 6th September 2017 at £69.00 for the Clerk and £79.00 for the Deputy Clerk.

390. PLANNING

390.1. **20170277**-Single storey side & rear extension-85 Lodge Lane, Old Catton, NR6 7HQ.

NO OBJECTION

20170262-Replacement of windows (Listed Building)-2 Hall Drive, Old Catton, NR6 7DW.

NO OBJECTION

20170220-Erection of detached dwelling-Plot 2 (Phase 2)-St. Faiths Road, Old Catton, NR6 7BL.

RECOMMEND REFUSAL

20170193-Detached dwelling-Plot 9 (reserved matters application following outline approval 20141955) (Phase 9)-St. Faiths Road, Old Catton, NR6 7BL.

RECOMMEND REFUSAL

(Councillor J Leggett abstained from the vote of this application)

20170222-Demolition of existing buildings, erection of 7 detached residential dwellings and associated accesses-Repton House, Parkside Drive, Old Catton, NR6 7DP.

RECOMMEND REFUSAL

390.2. Correspondence from Broadland District Council detailing the decision to refuse planning permission for the application at 17 Carterford Drive, Old Catton was received and noted.

390.3. Correspondence from Broadland District Council detailing the decision to grant planning permission for the Anglian Water Booster Station on St. Faiths Road was received and noted.

390.4. Correspondence from Broadland District Council regarding Section 106 money for the development at Repton House in Parkside Drive was considered. It was AGREED that a reply be sent stating that if planning permission is granted then £2,000 would be ring fenced for play equipment at Church Street Recreation Ground, £9,000 for formal recreation at Church Street Recreation Ground and £10,000 for informal recreation at Catton Park.

391. PROPERTY AND RESPONSIBILITIES

391.1. It was noted that the War Memorial was in good order although underneath the benches needed sweeping.

- 391.2. It was noted that the bus shelters were in good order.
- 391.3. It was noted that the Churchyard was in good order.
- 391.4. It was noted that the Cemetery was in good order.
- 391.5. It was noted that Lavaré Park was in good order. It was also noted that some antisocial behaviour was taking place. It was AGREED to notify the Police and ask them to patrol the area and it was also AGREED that the play area be locked at 6.30pm at night.
- 391.6. It was noted that Church Street Recreation Ground was in good order. The Clerk stated that the Youth Group were wanting to hold a BBQ in the summer. This was AGREED to.

392. POLICIES AND PROCEDURES

- 392.1. The 5 year strategic plan and action plan was AGREED. Councillors B and J Leggett abstained from voting on this item. The Deputy Clerk was thanked for all her efforts on this plan.
- 392.2. It was AGREED to sign the correspondence from Positive Outcomes with regard to apprenticeship training for the Clerk and Deputy Clerk.
- 392.3. Details of training for councillors was received. It was AGREED that Councillors J Leggett and B Sabberton-Coe attend the 'Understanding the Council's Finances' course in Costessey on 22nd May.
- 392.4. The Clerk explained that no amendments were suggested to the Scheme of Delegation Policy and therefore this item no longer needs to be discussed.

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

- 393.1. It was noted that if any matters needed attention they were to inform the Clerk's office.
- 393.2. An update regarding SAM 2 was given and the latest report is attached to the official minutes.
- 393.3. The possibility of applying to Norfolk County Council to make Oak Lane one way was discussed at length. It was AGREED that a survey be placed in the next edition of the Parish Council newsletter seeking residents' thoughts on the matter and the best possible solution.
- 393.4. Correspondence from Broadland District Council regarding street numbering in Repton Avenue was received and noted.
- 393.5. The Clerk stated that she has received notice from Norfolk County Council that the TROD in Swansgate will be completed week commencing 27th March and the TROD in Woodham Leas will be completed week commencing 3rd April.
- 393.6. Correspondence from Norfolk County Council regarding the proposed junction and crossing improvements at Chartwell Road, St. Clements Hill and Spixworth Road was considered. It was AGREED that the Clerk responds expressing the Council's concerns.
- 393.7. The invitation from Norfolk County Council to the NDR Forum on 23rd March was received. It was AGREED that Councillor B Leggett attends on the council's behalf.
- 393.8. Correspondence from Norfolk County Council regarding installation of street light in Dixons Fold (Lucerne Close) was received and AGREED.

394. CORRESPONDENCE

- 394.1. A thank you letter was received and noted from Norfolk Citizens Advice regarding the grant that was given to them by the Parish.
- 394.2. Broadland District Councils Overview and Scrutiny Committee Summary was received and noted.
- 394.3. Correspondence from Locality regarding How to keep it Local was received and noted.

- 395. It was RESOLVED that under the Public Bodies (Admissions to Meetings) 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.

- 396. The facility agreement from Broadland District Council with regard to the CIL Loan of £59,000 for works at Church Street Recreation Ground and Catton Park was received and it was AGREED that the Chairman signs the document on behalf of the council.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.15pm.

Chairman, 10th April 2017