

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT 7.00P.M. ON MONDAY 13<sup>th</sup> NOVEMBER 2017**  
**AT THE PAVILION, CHURCH STREET, OLD CATTON**

**PRESENT:** Mr A Chandler                      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

Norfolk County and Broadland District Councillor Mrs K Vincent  
Broadland District Councillor Mr K Leggett  
8 Residents

**88. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillor Miss Wilkin due to unforeseen circumstances.

**89. DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS**

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

**90. MINUTES OF THE MEETING OF 09.10. 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.

**91. MATTERS ARISING**

It was noted that the Cat & Barrel has been returned to Church Street. Councillors gave thanks to Councillor Mr B Leggett for the restoration work.  
Councillor Mr J Leggett gave thanks to all involved in the organisation of Remembrance Sunday.  
It was noted that the meeting with T T Jones Electrical Ltd was due to be held on 27<sup>th</sup> November.

**92. MINUTES OF THE EXTRAORDINARY MEETING OF 26.10.2017**

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

**93. MATTERS ARISING**

There were no matters arising.

**94. PUBLIC DISCUSSION**

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

As the Police were not present written reports for October and November were circulated, copies of which are attached to the official minutes. It was AGREED any items the Councillors wished to raise would be put through the Clerk.

Norfolk County and Broadland District Councillor Vincent gave updates on the TROD at Woodham Leas, the Northern Distributor Road, the consultation on the Repton Avenue/Meteor Close Link Road. She highlighted a request at a recent SNAP meeting the request for evidence of HGVs using roads with weight limits. She also stated that the Norfolk County Council budget consideration consultation had begun and closes on 2<sup>nd</sup> January 2018; residents are urged to participate via the website ([www.norfolk.gov.uk](http://www.norfolk.gov.uk)).

Broadland District Councillor Ken Leggett reported that the collaboration talks between Broadland District Council and South Norfolk Council were underway. Next Broadland District Council meeting is to be held on 19<sup>th</sup> December 2017. He also gave thanks for the continued support for recycling.

A resident raised concerns over speeding on Spixworth Road between George Hill and Church Street and has submitted a petition to the Parish Council requesting action. Residents would like the speed limit reduced to 20mph. Another resident raised concerns over the hedge by the allotments on Spixworth Road and the footpath between Ecton Walk and Billing Close.

The meeting resumed.

95. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. It was noted that a letter would be sent to Norfolk Constabulary commenting on the removal of PCSOs. A letter would be sent to the bus service requesting consideration of a service from Old Catton to Norwich Train Station. It was noted that the SAM2 has now been located near the War Memorial on Spixworth Road. The quote for Asbestos Survey at the Pavilion was AGREED. Parish Partnership bids for a new bus shelter on White Woman Lane and Vehicle Activated Sign (VAS) on Spixworth Road and Oak Lane would be submitted.

**96. FINANCE**

96.1. Payments and receipts

It was AGREED that the list of payments and receipts, with vouchers 356 to 423 on the payment schedule up to 13.11.2017 with expenditure of £42,498.89 and income of £17,157.31 be approved. A comparison of income and expenditure with an up to date bank reconciliation were noted.

96.2. Insurance Renewal quote of £2,993.91, with the removal of the Village Hall, was AGREED.

96.3 Letter from Catton Park Trust Ltd regarding grant funding allocation for 2017/18 was received and AGREED.

96.4 It was AGREED that flail mower from Catton Park would remain on permanent loan to the Parish Council for use by the Groundsman. Catton Park Trust Ltd would confirm this in writing. The Parish Council to ensure that this is included on the insurance policy.

**97. POLICIES AND PROCEDURES**

97.1. The Objectives for 2018/19 were considered and AGREED, a copy of which is attached to the official minutes. Objectives will include the following future projects: New noticeboard at the White Woman Lane/Spixworth Road junction, installation of hard-surface path at the Churchyard to improve access for disabled/elderly relatives, traffic calming measures at Oak Lane and Spixworth Road as part of the Parish Partnership Scheme, resurfacing of the car park at Recreation Ground, hedging/fencing at the Recreation Ground, installation of TROD at Priors Drive to link with Lodge Lane/Woodham Leas TROD, flagpole at Recreation Ground.

97.2 Financial Reserves Policy was considered and APPROVED, a copy of which is attached to the official minutes.

97.3 Membership of Grants Working Group was AGREED to be Councillors Mr Tovell, Mr Sabberton-Coe and Mrs Chandler.

**98. PLANNING**

98.1 **20171760**-Change of use from Class A1 to A3 – Coffee Shop – Prior Notification. Sunny Days, 62 Catton Chase, Old Catton, NR6 7AS  
NO OBJECTION

98.2. There were no other planning matters.

**99. PROPERTY AND RESPONSIBILITIES**

99.1. In Councillor Miss Wilkin's absence a report was received on a recent meeting with Old Catton Junior Football Club.

99.2 Councillor Mrs J Leggett stated that she had recently attended a Chairman's course. She had also attended a meeting regarding Humphry Repton 2018 Celebrations.

99.3 Correspondence from Mr J Arnott was received and noted.

99.4 It was AGREED that Councillor Mr B Leggett would carry out wood treatment to the bench near the Cat and Barrel to prevent rotting.

**100. STREET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS**

100.1. Proposal from residents of Spixworth Road for speed restrictions was considered as part of the Parish Partnership Bids and Parish Council Objectives 2018/19 setting.

- 100.2 Councillor Mr Sabberton-Coe raised the replacement of the speed sign at St Faith's Road damaged when the tree came down in a storm. Councillor K Vincent will speak to Highways.
101. 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.
102. The Council approved the amendment of notice period to Ms Sarah Vincent's letter of offer.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.55pm.

Chairman, 11<sup>th</sup> December 2017