

OLD CATTON PARISH COUNCIL  
MINUTES OF THE ORDINARY COUNCIL MEETING  
HELD AT 7.00P.M. ON MONDAY 14<sup>th</sup> AUGUST 2017  
AT THE PAVILION, CHURCH STREET, OLD CATTON

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

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

**43. ELECTION OF CHAIRMAN FOR THE ENSUING YEAR**

It was AGREED that Councillor Mrs J Leggett be appointed as Chairman of the Parish Council for the ensuing year. She signed the Declaration of Acceptance of Office.

**Councillor Mrs A Chandler left the meeting at this point of the proceedings**

**44. APOLOGIES FOR ABSENCE**

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

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

Councillor B Leggett, Councillor B Sabberton-Coe and Councillor B Palmer - Village Hall Management Committee.

Councillor B Sabberton-Coe – Item 15 of the agenda.

**46. MINUTES OF THE ORDINARY MEETING OF 11.07.2017**

46.1 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 amendment.

**47. MATTERS ARISING**

47.1 An update was given regarding points 99, 125, 141, 149, 155, 161 and 163 of the action plan, a copy of which is attached to the official minutes.

47.2 Councillor B Leggett gave an update regarding insurance for the Village Hall. It was AGREED that the Parish Council would continue to insure the Village Hall until its renewal on 17<sup>th</sup> December 2017.

48. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes.

**49. PUBLIC DISCUSSION**

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

The Police were not present and therefore the Clerk circulated two report that had been sent to the office, a copy of these are attached to the official minutes. The Clerk stated that she would happily investigate any concerns members and residents had regarding the reports. The Chairman stated that she was in consultation with the Police and Crime Commissioner with regard to how these reports are set out.

Norfolk County Councillor K Vincent gave an update on the Norwich Airport Masterplan and Broadland District Council's views. She gave a brief report on the SNAP meeting that took place on 17<sup>th</sup> July. A brief report on the drainage works at Oak Lane was also given. Karen also informed all those present of the Broadland at Heart Awards and the date of her next surgery.

Broadland District Councillor K Leggett gave a brief report on the Grow Your Community Scheme, Norwich Airport's Masterplan, Repton House development, recycling credits for Catton Park, Tree

Preservation Orders on the trees in St. Faiths Road development and was pleased to see the results of the Oak Lane Survey.

Various local resident's voiced their concerns and made comments on the Oak Lane survey results, the Norwich Airport Masterplan, Chartwell Road crossing improvements, and various paths, hedges and grassed areas around the Parish.

The meeting resumed.

## **50. FINANCE**

### **50.1. Payments and receipts**

It was AGREED that the list of payments and receipts, with vouchers 199 to 255 on the payment schedule up to 14.08.2017 with expenditure of £18,557.46 and income of £18,091.98 be approved. A comparison of income and expenditure and bank reconciliation was noted.

50.2. It was AGREED to renew the subscription of the NALC LCR Magazine at a cost of £17.00 per annum.

50.3. It was AGREED to send the Clerk to the SLCC Norfolk Branch Autumn Conference on 2<sup>nd</sup> November 2017 at a cost of £25.00.

50.4. It was AGREED to defer the decision to consider sending the Clerk to the SLCC National Conference on 18<sup>th</sup> & 19<sup>th</sup> October at a cost of £330.00 until the next meeting once the new Chairman has had a chance to talk to the Clerk about it.

50.5. It was AGREED to send both the Clerk and Deputy Clerk on an 'Understanding the new Data Protection Regulations' course at a cost of £28.00 each.

## **51. PLANNING**

51.1 **20171176**-Two storey side extension-8 Gayton Walk, Old Catton, NR6 7EP.

NO OBJECTION

**20171298**-Single storey rear extension-84 Woodland Drive, Old Catton, NR6 7AZ.

NO OBJECTION

**20171213**- Application for minor material amendment to planning permission ref.20170222 comprising alterations to ground floor windows of Plot 1 and enclosure of car ports of Plots 2, 3, 5 and 6 to provide garages-Repton House, Parkside Drive, Old Catton, NR6 7DP.

NO OBJECTION

50.2. The report from the Deputy Clerk regarding TPO's in St. Faiths Road was received and noted.

50.3. The Clerk stated that amended plans for Lodge Lane Infant School had been received. The Planning Committee had looked at the amended plans and raised no objections.

## **51. PROPERTY AND RESPONSIBILITIES**

51.1. It was noted that the War Memorial was in good order and the best it has ever looked. The Groundsman was thanked for all his hard work. The Clerk reported that following a meeting with the Groundsman it was suggested that the two benches be replaced. It was AGREED that the office seeks three prices for replacement benches for the next council meeting.

51.2. It was noted that all bus shelters were in good order.

51.3. It was noted that the Churchyard was overall in good order however, the plaques needed some attention. The Groundsman to deal with this. With regard to the response from the Church it was AGREED that the idea of installing an accessible path would be added to the future projects list.

51.4. It was noted that the Cemetery was in good order.

51.5. Councillor Arnott gave a brief update on Lavaré Park. It was AGREED that the installation of an information board detailing the wild flowers be added to the future project list.

51.6. As Councillor Wilkin was absent from the meeting a report regarding the Sports Groups was not available.

51.7. It was noted that the Recreation Ground was in good order. The Clerk gave a brief update with regard to the fencing for Old Catton Cricket Club. The location for the site screen fencing was AGREED as in the corner of the Rec by the Bowls Hut. Further decisions will be deferred until the Clerk has sought further information from the Cricket Club.

## **53. STREET LIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS**

53.1. There were a number of items highlighted as needing attention of which the office will deal with accordingly. The Clerk to also ascertain the Council's position with regard to volunteers working on the Highway.

- 53.2. An update regarding SAM2 was given and the latest report is attached to the official minutes.
- 53.3. Councillor B Leggett gave a brief update on the current position of the Cat on the Barrel in Church Street. It was AGREED that he would further investigate all options available and bring back to the Council at its next meeting.
- 53.4. The Oak Lane Survey report was considered. It was AGREED that the office writes to NCC Highways seeking if the implementation of a traffic calming table on Oak Lane and the restriction of 'No Right Turn' onto the Ring Road from Oak Lane could be a possibility.
- 53.5. The report from the Deputy Clerk re. Transport for Norwich-Chartwell Road/St. Clement's Hill/Spixworth Road-Proposed Junction and Crossing Improvements was considered. AGREED to reply to Norfolk County Council stating that the scheme will not work and that the Council objects to the proposals contained in the scheme.
- 53.6. Correspondence from Broadland District Council regarding street nameplates was considered. It was AGREED that a reply be sent stating that the Parish Council felt that the suggested nameplates would be a distraction to drivers and that the money could be better spent elsewhere. However, the Council would like to see the first part of the post code on the nameplates. It was also AGREED that a Street Naming Policy be produced.
- 53.7. The Draft Norfolk Strategic Framework was considered. Any councillor who wishes to make comment on the consultation to inform the Clerk by 15<sup>th</sup> September.
- 53.8. Correspondence from Norfolk County Council re. NDR-Development Consent Order (DCO)- Requirement 30-Traffic Monitoring was considered. It was noted that some sites that the Parish Council had originally asked for were not included. The Clerk to liaise with NCC Councillor Vincent on this.
- 53.9. Norfolk County Council's consultation on the Repton Avenue/Meteor Close Link Road was considered. Various points were raised and it was AGREED that the Clerk relays these points to NCC as soon as possible.
- 53.10. The possibility of a working party to Clean up the Village was deferred until the next meeting of the Council.

**54. POLICIES AND PROCEDURES**

- 54.1. It was AGREED to defer the report from the Clerk regarding her attendance at the Leadership in Action Conference until the next meeting of the Council.
- 54.2. The Parish Council's draft response to Norwich Airport's Masterplan was APPROVED with the inclusion that the Council acknowledges that it will bring further employment, education, skills and money to the area.  
It was also AGREED to hold a joint open information day, with Norfolk County Councillor Mrs Karen Vincent, on Saturday 2<sup>nd</sup> September 2017 between 10am and 3pm. The Clerk to advertise this event as widely as possible.
- 55. It was RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representative 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.
- 56. The report from the Clerk regarding boundary fence at Church Street Recreation Ground was considered. It was AGREED to hold a site meeting with the resident that has installed a gate into the boundary of the Recreation Ground.  
With regard to the owner of the Old Police House, the Clerk is to further write explaining previous rights that were given to Norfolk Constabulary and that these rights have now been rescinded.  
With regard to the re-positioning of part of the boundary fence it was AGRRED to write to the resident stating that the Council understands the position and that it will look at this in the future as there are no funds at present.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.52pm.

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