

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 7.00PM ON MONDAY 10TH JUNE 2019
AT THE PAVILION, CHURCH STREET, OLD CATTON

PRESENT: Mr B Sabberton-Coe (Chairman) Mr R Tovell (Vice Chairman) Mr J Amis
Mrs A Chandler Mr G Crouch Ms Y Gowers
Mr B Palmer Mr G Tingle Mr M Vincent
Miss P Wilkin

Mrs G Howes (Administration Officer)
Norfolk County & Broadland District Councillor Mrs K Vincent
Broadland District Councillor Mr K Leggett
3 Residents

20. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor B Honess due to holiday commitments, Councillor D King and Councillor S Walker due to work commitments,

21. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Interests were declared as follows –
Councillor G Tingle – Item 8.8
Councillor B Sabberton-Coe – Village Hall Management Committee
Councillor B Palmer – Village Hall Management Committee

22. MINUTES OF THE MEETING OF 13.05.19

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

23. MATTERS ARISING

Item 14.2 Painting of the new scoring hut – the Supervisors are to be tasked with painting the hut. There were no further matters.

24. PUBLIC DISCUSSION

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

Councillor R Tovell attended the SNAP meeting on 3rd June and read the Police statistics for Old Catton and Sprowston West. The Police are targeting parking outside schools, they have visited all schools in the area and have left draft letters to send to parents as necessary. PC Tupper had given an update on the knife attack in Mountbatten Drive. There have been some recent thefts from vehicles, especially where valuables were on display. The main priority for the summer will be high visibility patrols in open spaces. There had recently been a break in at the Bookmakers on George Hill and the situation is ongoing. Councillor K Vincent had reported speeding on Church Street and requested if the SAM2 could be positioned there. The next Safer Neighbourhood Action Panel meeting will take place on Tuesday 10th September 2019 at 7pm at the Pavilion, Recreation Ground.

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Construction traffic route for Repton Ave - Broadland District Council and Highways have confirmed they will be recommending Option 1. City Council planners will follow Highways recommendation. Given the recommendation the matter will not go to the June Planning Committee. However, if alternative route is chosen or if access from Meteor Close permits through traffic into Repton Ave or any other changes, then Councillor K Vincent will call in the application to be decided by Planning Committee. It is noted that the opening from Meteor Close into the site is only temporary; the trees and fences will be replaced after construction has finished which should help to reassure residents.
- St Faiths Road/Fifers Lane junction – Highways Authority unable to discharge x6 planning Conditions – awaiting revised plans to begin a technical review. Taylor Wimpey are committed to working with the Parish Council to alleviate Residents' Concerns. Planning Officer assured that the design must be approved before development can proceed.
- Reports of dog fouling by Priors Drive, complaints have been received – area now under a Public Space Protection Order – signage is to be provided. There is a Fixed Penalty of £100. The public are being asked to police this.
- Councillor K Vincent has a budget of £6,000pa for highways: does the Parish Council have any projects to put forward? Councillor K Vincent can provide a list of ideas, which combined with the Parish Partnership this could make a budget of £12,000.
- Councillor G Crouch asked if any progress had made on the Spixworth Road/Chartwell Road junction, Councillor K Vincent not very hopeful to resolve the problem. A Safety Hazard Audit had been taken which showed the junction to be safe.

Broadland District Councillor K Leggett reported:

- Although the proposed construction traffic route is not yet 100% guaranteed, there is clearly a commitment to work with the residents wishes.
- Councillor K Leggett is dissatisfied with fly tipping at Morrisons and has been in touch with the car park contractor to discuss installing a car registration recognition system.
- Councillor K Leggett advised that a Community Land Trust Workshop and Conference were taking place during July to assist with assessing and providing for housing needs and asked if The Clerk was aware.

A resident stated that there were still problems with the footpaths in Billing Close and that weeds are already coming through the new surface. He stated that there are still areas that have not been finished mainly at the BT and Anglian Water covers that are lower than the rest of the path. This has been ongoing for a long time. He also stated that the agreed work of cutting back and resurfacing the walkway between Billing Close and Ecton Walk has not yet taken place.

A resident reported ongoing problems with dogs fouling the walkways from Billing Close to Spixworth Road and Billing Close to Ecton Walk and asked if it was possible to install more dog bins or to put up notices in these areas.

A resident raised concerns regarding the proposed Community Centre and stated that his neighbours did not have much information. It was explained that the Community Centre is in the very early stages of planning and all residents are invited to participate in a survey to express their views. The resident was invited to join the Community Centre Working Group Meetings.

A resident asked if the SAM2 could be sited on Fifers Lane. The Clerk said that a site for this had already been approved.

The meeting resumed.

25. The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes.
26. Mr Ross Hopwood was confirmed as Recreation Ground Supervisor. It was noted that Old Catton Cricket Club had commented that Mr Hopwood was very helpful and engaging.

27. FINANCE

- 27.1. Bank balances as at 31st May 2019 were noted. It was AGREED that the payments schedule with vouchers 57 to 102 up to 10th June 2019 be APPROVED
- 27.2. The list of regular payments made by Direct Debit or BACS were noted and AGREED.
- 27.3. The Income and Expenditure Account for the year ending 31st March 2019 and Balance Sheet as at 31st March 2019 were received and AGREED.
- 27.4. The Final Internal Auditors Report was received and noted.
- 27.5. It was AGREED to appoint Auditing Solutions as the Council Internal Auditors for the 2019/20 Financial Year.
- 27.6. It was AGREED that Section 1 of the Annual Return (Annual Governance Statement) 2018/19 be APPROVED.
- 27.7. It was AGREED that Section 2 of the Annual Return (Account Statement) 2018/19 be APPROVED.
- 27.8. It was AGREED that that Quote for car park enhancement by Waveney Surfacing be APPROVED at a price of £31 409.50 plus VAT. Clerk to provide breakdown of expenditure for Council approval prior to work commencement.
- 27.9. It was AGREED that part-purchase with Catton Park Trust Ltd of floor scrubber/dryer plus rollers for use at the Pavilion and Hayman Lodge be APPROVED from ESPO at a total cost of £867.35 plus VAT.

28. POLICIES AND PROCEDURES

- 28.1. The Committees and Outside Bodies for 2019/20 were considered and APPROVED, a copy of which is attached to the official minutes.
- 28.2. Calendar dates of Council Meetings for 2019/20 were AGREED. It was AGREED that proposal to not hold a Parish Council meeting in August be APPROVED.
- 28.3. Report regarding renewal of HR and H&S services contract was received and recommendations were AGREED.

29. PLANNING

- 29.1. **20190815** – First Floor Side Extension – 25 Mountbatten Drive, Sprowston, NR6 7PJ
NO OBJECTION
- 29.2. **20190450** – Front Extension – 35 Woodland Drive, Old Catton, NR6 7AZ
NO OBJECTION
- 29.3. Response sent to Broadland District Council regarding planning application 20190644 was noted.

- 29.4.** Email correspondence from Councillor K Vincent regarding planning applications 20190533 and 20190643 were noted.
- 29.5.** There were no other planning matters.

30. PROPERTY AND RESPONSIBILITIES

Councillor P Wilkins advised that Sports Club Meeting had taken place on 10th April 2019. All Clubs were doing well and everyone was pleased with the facilities. Mr R King of Old Catton Junior Football Club had advised Councillor P Wilkins that the Club will not be using the Recreation Ground next season and stated that planning application has been submitted to move the storage container to Lavare. Football tournament at weekend (8th/9th June) had caused some problems with many people parking at Morrisons; the Manager has spoken to Mr R King. Old Catton Junior Football Club are holding a Race Night at Lavare on 27th July and would like as many people as possible to attend.

31. STREETLIGHTS, HEDGES, PATHS, VERGES AND HIGHWAYS

Email correspondence from Councillor K Vincent regarding additional streetlighting was noted. It was AGREED to defer to the next meeting.

32. DATE OF NEXT MEETING

Date of next meeting was noted as Monday 8th July 2019 at 7pm.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.00pm.

Chairman, 8th July 2019