

**OLD CATTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY COUNCIL MEETING**  
**HELD AT 7.00PM ON MONDAY 14<sup>TH</sup> SEPTEMBER 2020**  
**BY REMOTE MEANS AND 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      Mrs Y Gowers  
Mr B Honess      Mr D King      Mr B Palmer  
Mr G Tingle      Mr M Vincent      Miss P Wilkin

Ms S Vincent  
Norfolk County and Broadland District Councillor Mrs K Vincent  
Broadland District Councillor Mr K Leggett

**23. APOLOGIES FOR ABSENCE**

No apologies were received. Councillor S Walker did not attend the meeting.

**24. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Interests were declared as follows –  
Councillor M Vincent – Item No. 10.2.  
Councillor B Sabberton-Coe – Item No. 7.2.

**25. MINUTES OF THE MEETING OF 10.08.2020**

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

**26. MATTERS ARISING**

There were no matters arising.

**27. PUBLIC DISCUSSION**

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

A report for August with crime statistics was circulated, a copy of which is attached to the official minutes. The Clerk stated that PC Graham Gill had confirmed that all incidents referred in the statistics took place in Old Catton, with the exception of one domestic incident which was Sprowston West.

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Item 8.1 of Agenda: Planning application 20201480: Having received a number of concerns from residents Councillor K Vincent has called this planning application into Committee again for the same reasons given with original planning application.
- Item 8.3 of Agenda: Councillor K Vincent provided x2 briefing papers regarding changes to the planning system and planning rules. Broadland District Council will be responding to the consultation. Councillor K Vincent highlighted that it refers to

Neighbourhood Plans and there is a question regarding whether Plans should be retained in the reform system. Councillor K Vincent stated that, as Old Catton has a Neighbourhood Plan, the Council may wish to consider these questions and respond accordingly. Consultations close on 1<sup>st</sup> October 2020 and 29<sup>th</sup> October 2020.

- Full Council Meetings for Norfolk County Council and Broadland District Council will be held next week: NCC on 21<sup>st</sup> September at 10am and BDC on 24<sup>th</sup> September at 7pm. Meetings will be livestreamed via You Tube.
- Norfolk County Council continue to monitor the covid-19 outbreak at Banham Poultry very closely. Norfolk County Council are supporting a new locally supported tracing service that uses local knowledge and hopes to assist when Test and Trace cannot contact individuals.
- Highways:
  - Lodge Lane – resurfacing is now completed. Speed tables and line markings have been replaced. There are some markings that have not been replaced (eg bus cage) but these are being addressed. Complaints have been received regarding the surface level at the mini roundabout at the Lodge Lane/St Faiths Road junction; surfacing in this area is not yet completed.
  - White Woman Lane – complaints regarding school parking had been received. Councillor K Vincent and Highways have been in discussion – white H Bar markings will be installed to provide passing places to reduce the problem.
  - Police have been carrying out speed checks on White Woman Lane and Church Street as part of the Safer Neighbourhood Advisory Panel objectives.
  - Drainage issue at St Faiths Road (near Quaker Lane) – delays had occurred in carrying out this work but it should be completed by the end of September. It is intended to install a drainage gully that will drain into the NDR gully system.
  - Junction of Chartwell Road – delays had occurred but work should be done by end of October.
  - Replacement VAS on St Faiths Road – VAS had still not been reinstalled, Councillor K Vincent and Highways continue to chase this matter.

Broadland District Councillor Ken Leggett reported:

- Norwich Western Link Consultation: A reminder that consultation period closes on 20<sup>th</sup> September 2020.
- Waste Collection: Contracts for Broadland and South Norfolk expire in 2022/2023; discussions are taking place to consider all alternatives – renew or go to tender.
- Solar Panels: Broadland District Council are supporting Solar Together Norfolk, a group buying scheme to offer households the opportunity to purchase solar panels at competitive prices. Homeowners can register for the scheme via the website: <https://www.solartogether.co.uk/broadland/home>
- Recycling: July total tonnage is 8.44 tons raised a net income of £410.60.

The meeting resumed.

- 28.** The Clerk's monthly report was received and noted, a copy of which is attached to the official minutes. Additionally, in support of the Great British September Clean, Chloe Smith and her team would be carry out a litter pick on Spixworth Road on Friday 25<sup>th</sup> September 2020. Councillors and members of the public were welcome to join the litter collection. The Clerk's office would ensure it was advertised on social media.

## 29. FINANCE

- 29.1.** Bank balances as at 31<sup>st</sup> August 2020, was noted. List of payments and receipts with vouchers 228 to 284 on payments schedule up to 14<sup>th</sup> September with expenditure of £18,731.76 and income of £24,977.97, was APPROVED.
- 29.2.** Proposal for usage of Chairman's Allowance as follows were AGREED:
- Old Catton Pre-School - £200.00
  - Hall School - £300.00
  - Contribution towards proposed rescheduled Street Party (May 2021) - £400.00.

## 30. PLANNING

- 30.1.** **20201480** – 213 St Faiths Road, Old Catton, NR6 7AQ – Subdivision of plot and erection of 2no. bedroom bungalows in garden land.  
**RECOMMEND REFUSAL – Councillor G Tingle ABSTAINED.**
- 30.2.** **20201557**– 2 Carterford Drive, Old Catton, NR3 4DW – Single storey rear extension.  
**NO OBJECTION – Councillor G Tingle ABSTAINED.**
- 30.3.** **20201516** – 192 Proctor Road, Old Catton, NR6 7EJ – Proposed porch extension.  
**NO OBJECTION – Councillor G Tingle ABSTAINED.**
- 30.4.** Planning Application 20200366 – 30 Three Corner Drive, Old Catton, NR6 7HA, had been approved. There were no other planning matters.

## 31. POLICIES AND PROCEDURES

- 31.1.** It was confirmed that the following Council Policies and Procedures had been revised and the minor amendments were APPROVED: -
- Standing Orders.
- 31.2.** It was AGREED that the Minutes of the Staffing Committee Meeting held on 6<sup>th</sup> August 2020, which were circulated with the Agenda, be confirmed as a true record and signed by the Chairman.

## 23. PROPERTY AND RESPONSIBILITIES

- 23.1.** It was AGREED that the Pavilion at the Recreation Ground would remain closed to hirers until the end of 2020. Council will review the reopening of the building in January 2021.
- 23.2.** It was AGREED that whilst the Parish Council was keen to support the Poppy Trail more information regarding costing requirements were required. Item would be placed on agenda for next meeting.
- 23.3.** Councillor P Wilkin highlighted that Old Catton Junior Football Club (OCJFC) had reported issues with the hedging along Spixworth Road and the risk of accident to cyclists when cars were exiting the car park. Councillor P Wilkin and the Clerk had attended a site visit and had reported the following to Richard King, Secretary of OCJFC:-
- Hedge cutting would be carried out after nesting season had ended (beginning September) and would be angled near the entrance to increase the visual splay.
  - Club were requested to install permanent signage alerting drivers to the cycle path and to take precaution.

- If possible, Highways would be requested to install “caution concealed entrance” signs to alert cyclists.
- It was suggested that Club provide Parking Stewards to direct cars safely from the car park.

Council confirmed and AGREED the above points of action.

**24.** 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.

**25.** Verbal report from Staffing Committee was noted and AGREED.

**26. DATE OF NEXT MEETING**

Date of next Ordinary Meeting was noted as Monday 12<sup>th</sup> October 2020 at 7pm by virtual means.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.15pm.

Chairman, 12<sup>th</sup> October 2020