

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 6.30PM ON MONDAY 10TH JANUARY 2022
AT THE PAVILION, CHURCH STREET, OLD CATTON

Present: Mr B Sabberton-Coe (Chairman) Mr G Tingle (Vice Chairman) Mr J Amis
Mr T Cooke Mr G Crouch Ms Y Gowers
Mr B Honess Mr B Leggett Mr M Vincent

Ms S Vincent
Broadland District Councillor K Leggett
Norfolk County and Broadland District Councillor K Vincent
2 Residents

90. APOLOGIES FOR ABSENCE

Apologies were received from Councillors P Wilkin and R Potter on medical grounds.

91. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no declarations of interest.

92. MINUTES OF THE MEETING OF 13.12.2021

It was AGREED that the Minutes, which had been 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 District and County Councillors.

Police report for December 2021 containing statistics for November 2021 was circulated, a copy of which is attached to the official minutes.

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Planning application 20212183: 48 Mansel Drive, Old Catton. Broadland District Council have acknowledged receipt of request to call application to Planning Committee should the planning officer be mindful to approve this application.
- Priors Drive dog bins: Broadland District Council have monitored the usage of these bins and concluded that whilst the bins are full they are not overflowing. There will be no increase in collections at this time. Councillor K Vincent requests that residents report to her if bins appear to be overflowing to readdress the issue.

- Recent anti-social behaviour: Councillor K Vincent has followed up these instances with the Beat Manager, PC Gill who will aim to increase foot patrol in the area.
- Grants for hospitality businesses affected by covid-19 in December. Broadland District Council have grants available for those hospitality businesses affected in December. More details available on the website: <https://forms.south-norfolk.gov.uk/CouncilForms/HospitalityGrant/Introduction>
- Green Future Initiative: Broadland Community Tree Planting Grants: grants available up to £500 for community groups, Town & Parish Councils and charities to plant trees in Broadland. Given recent spate of tree damage caused in Catton Park Councillor K Vincent would be pleased to support a grant application from Catton Park.
- Greater Norwich Local Plan: Inspectors have set the Matters, Issues and Questions Programme for the first two weeks of the examination starting from 1st February 2022. Due to covid-19 this will be held via Teams. More information available on the website: www.gnlp.org.uk
- Community at Heart Lottery: lottery has raised funds of over £38,000 since launch for local good causes and community initiatives. Tickets are £1 each. More information available on the website: <https://www.communityatheartlottery.com/support/broadland>

Broadland District Councillor Ken Leggett reported:

- Resident's receipt of notification of planning applications from Broadland District Council: Councillor K Leggett has investigated this issue and notes that there have been some instances where residents have not been informed of a planning application for neighbouring property. This may have been due to lockdown. Councillor K Leggett will continue to monitor the situation.
- Planning application 20201647: Catton House, 4 Park Close, Old Catton. Broadland District Council have acknowledged receipt of request to call application to Planning Committee should the planning officer be mindful to approve this application. Next Committee meeting is scheduled for 26th January 2022.
- Recycling: December tonnage was 2.8tons which is approximately a net income of £138.00. Unfortunately this puts the funds just short of the hoped-for £3,000 raised for Catton Park by the end of 2021 but Councillor K Leggett thanked residents for supporting Catton Park via the glass and paper recycling bins.
- Food waste collections: Kerbside collections will roll out for the whole of Broadland from October 2022. DEFRA have confirmed some financial support.
- Norwich Western Link: there is an article in the EDP stating that Norwich City Council will not support the NWL. Councillor M Wilby, Norfolk County Council is quoted as saying NCC "will continue to share more details and see further feedback, including in the upcoming pre-planning application consultation". There are no further details of consultations at this time.
- SYEP: Using his Members grant, Councillor K Leggett has provided funding to the Youth Group towards the Urban Adventure Project. The Project continues to be delayed due to planning application.

Resident raised concerns regarding the recent spate of vandalism in the village. She was relieved to hear the action already been taken and suggested that Parish Council provide residents with update on current course of actions via the Council's social media page. Resident highlighted that signage around the village, particular on Church Street and St Faiths Road needed cleaning – this will be reported to Highways. Resident stated that signage on recycling bins needed replacing and updating. Resident proposed a "slow down in our village" signage design competition for signs that can be placed on wheely bins and outside resident's properties. Councillor K Vincent confirmed to resident that funding via her Member's grant was available for a project like this – resident and Councillor K Vincent agreed to discuss further.

The meeting resumed.

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

96. FINANCE

96.1. Bank balances as at 31st December 2021 were noted. List of payments and receipts with vouchers 471 to 518 on payments schedule up to 10th January 2022 with expenditure of £22,734.02 and income of £6,216.65 (including income from allotments) were APPROVED.

96.2. Recreation Ground fees for 2022/23 were considered. It was AGREED that all fees would remain the same as 2021/22 with the exception of ad hoc netball training/playday which will increase by £4.00 to £129.00.

96.3. Cemetery fees for 2022/23 were considered. It was AGREED that all fees would remain the same as 2021/22.

96.4. Quote for renewal of Old Catton Parish Council property and vehicle insurance policies at a cost of £3,828.42 and £1,837.84 were considered and APPROVED.

96.5. Third Quarter Financial Report up to 31st December was noted.

96.6. Proposed budget for 2022/23 was considered and AGREED.

96.7. Proposed Precept for 2022/23 of £252,254.00 was AGREED.

97. PLANNING

The following planning applications were considered:

97.1. **20212226** – 35 Swansgate, Old Catton, NR6 7HT – Single storey side extension.

NO OBJECTION.

20212256 – 10 Hunt Close, Old Catton, NR6 7EZ – Single storey rear extension.

NO OBJECTION.

20212263 – 3 Woodham Leas, Old Catton, NR6 7EE – Single storey side extension.

NO OBJECTION.

20212283 – 247 St Faiths Road, Old Catton, NR6 7AP – Proposed single storey front extension.

NO OBJECTION.

97.2. There were no other planning matters.

98. PROPERTY AND RESPONSIBILITIES

- 98.1.** Minutes of Sports Club Meeting held on 22nd November 2021 were noted.
- 98.2.** There were no further written or verbal reports from Members with organisations or significant issues from their areas of responsibility.

99. HUMAN RESOURCES

99.1. It was confirmed that the following Council employment Policies and Procedures had been revised and that no amendments had taken place:-

- Bullying and Harassment.
- Equal Opportunities.
- Pension.
- Disability Discrimination.
- Lone Worker.
- Safeguarding Children, Young People & Vulnerable Adults.
- Recruitment.
- Training.

99.2. It was confirmed that the following Council employment Policies and Procedures had been revised and approved:-

- Social Media

100. 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.

101. Verbal staffing report was received and AGREED.

102. NEXT MEETING

Date of Parish Council Meeting was noted as Monday 14th February 2022 at 6.30pm at the Pavilion, Recreation Ground, Church Street.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 7.30pm.

Chairman, 14th February 2022