



Old Catton Parish Council

The Pavilion, Church Street, Old Catton, NR6 7DS

Clerk of the Council: Ms Sarah Vincent

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8th February 2022

NOTICE OF MEETING AND SUMMONS TO ATTEND

The **Ordinary** Meeting of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 14th February 2022 at 6.30pm**

Agenda

1. To receive and approve apologies for absence.
2. To receive any declarations of interest in items on the Agenda and to consider any requests for dispensation.
3. To approve the Minutes of the Ordinary Council Meeting, held on 10th January 2022 (copy herewith).
4. To report on matters arising from the Minutes not covered by the Agenda.
5. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.
6. To receive Clerk's report (copy here).
7. **FINANCE**
 - 7.1. To receive and agree bank balances and bank reconciliation as at 31st January 2022 and approve payment schedule (copy herewith).
 - 7.2. To note Scrutineer's Report up to 31st December 2022 (copy herewith).
 - 7.3. To consider and agree recommendations of the Interim Auditors Report (copy herewith).
 - 7.4. To note increase to insurance premium following Auditors recommendation (copy herewith).
 - 7.5. To confirm Grants Working Group to consider grant applications received.
 - 7.6. To consider replacement of noticeboard at Morrison and installation of new noticeboard at Repton Avenue green space using CIL funds (copy herewith).
8. **PLANNING**

Planning Applications (copy available on Broadland District Council website):
<https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>

 - 8.1. **20212314** – Timber framed garage to front – 5 Church Street, Old Catton, NR6 7DJ
 - 20212037** – Two storey rear extension – 50 Spixworth Road, Old Catton, NR6 7NF
 - 20212273** – Erection of single storey granny annexe for ancillary use to the main dwelling – 322 St Faiths Road, Old Catton, NR6 7BL
 - 20210082** – Single storey side and two storey rear extension – 9 Overstone Court, Old

Catton, NR6 7EN

20212321 – Rear Garden Room/Conservatory Extension & Replacement Shed – 115

Moore Avenue, Sprowston, NR6 7LG

8.2. To note any other planning matters.

9. PROPERTY AND RESPONSIBILITIES

9.1. To receive verbal report regarding Hall Drive (Councillor B Leggett).

9.2. To receive any written or verbal reports from Members meeting with organisations or significant issues from their areas of responsibility.

10. HUMAN RESOURCES

10.1. To confirm revision of the following Council employment policies and that no amendments have been made (copies available on website unless otherwise stated).

- Code of Conduct.
- Scheme of Delegation.
- Protocol for Recording of Council Meetings.
- Protocol for Pre-Meetings.
- Protocol for Public Participation.
- Complaints Procedure
- Records Management and Retention Policy.
- Street Naming Policy.
- Data Protection Policy.
- Co-Option Policy.

10.2. To confirm revision of the following Council employment policies and approve amendments made:

- Environmental Policy.
- Anti-Fraud and Corruption Policy.

11. It is recommended that under the Public Bodies (Admission to Meeting) 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.

12. To receive verbal staffing report.

13. To note date of next Parish Council Meeting as Monday 14th March 2022 at 6.30pm at the Pavilion, Recreation Ground, Church Street.

Ms Sarah Vincent
Clerk of the Council