

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

Present: Mr B Sabberton-Coe (Chairman) Mr J Amis Mr T Cooke
Mr G Crouch Mr B Honess Mr B Leggett
Mr R Potter Mr G Tingle Mr M Vincent
Miss P Wilkin

Ms S Vincent (Clerk)
Broadland District Councillor K Leggett
x1 Resident

39. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Y Gower due to ill health and Broadland District Councillor K Vincent due to a bereavement. No apologies were received from Councillors D King and A Chandler.

40. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no declarations of interest.

41. MINUTES OF THE ORDINARY MEETING OF 11.07.2022

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

42. MATTERS ARISING

Councillor G Crouch questioned the non-attendance of other Members for a significant period and whether the Members should consider resignation from the Council. Ms S Vincent explained the legal position regarding Councillor's non-attendance. There were no other matters arising.

43. PUBLIC DISCUSSION

The meeting was adjourned for public discussion and reports from the District Councillor.

Ken Leggett reported:

- Recycling: September tonnage was 4tons which was slightly lower than the previous month. Councillor K Leggett thanked residents for continuing to support Catton Park by using the recycling bins rather than the grey bins.
- South Norfolk Team will be moving from Long Stratton to the new building "Horizon" from 7th November.
- Waste Food Collections: this continues to increase. Council have received positive feedback from residents. Councillor K Leggett commented that, with the increases, there may be a change in collection day to make the service more economical.

- Nitrate neutrality Legislation: Criteria system has now been agreed so District Council now have a basis on which to determine planning applications. This has impacted and caused a delay on both large scale and private residential applications.
- Food Innovation Centre: there is a Broadland and South Norfolk Scheme to help Norfolk businesses to pack and process their goods in this region rather than sending the food to be processed elsewhere in the UK. For more information see the website: <https://www.foodinnovationbroadland.com/>
- Warm Hub; District Council have set up a grant to assist community groups wishing to set up a warm space to help their community and provide a warm place for company and a cup of tea. Grant is for £600. Applications via the website: <https://www.southnorfolkandbroadland.gov.uk/communities/broadland-district-council-warm-spaces-grant>
- Community tree planting grant for communities of up to £500 per year is available. Criteria details and application form available via: <https://www.southnorfolkandbroadland.gov.uk/downloads/download/779/broadland-community-tree-planting-grant---downloads>
-

Resident noted that Broadland Tree Warden Coordinator was present at the meeting and stated that as a previous tree warden he may have some relevant paperwork he was happy to pass to the new tree warden.

Resident raised concerns regarding the new junction of St Faiths Road/Fifers Lane. Junction was opened on 24th April 2022 and since then no work on outstanding issues has been carried out. Resident stated there were issues with drainage (particularly those outside his house taking the soil run off), the pavements, weeds and various other things. Resident highlighted that a senior safety audit was recently conducted by senior Norfolk County Council engineers who, when questioned, stated that the blue roundabout signs should have been illuminated when installed. Resident is concerned that rectifying this will mean more digging up of the junction and cause more delays. Resident has also noted a number of cyclists using the pavement at this junction without lights on. Clerk said that she would inform Councillor K Vincent of the resident's concerns.

Mr John Fleetwood, Broadland Tree Warden Coordinator introduced himself and Ms Amy Radcliffe, the new Old Catton Tree Warden, to Council and outlined this voluntary position. Amy is the 38th tree warden for Broadland. Ms A Radcliffe stated that she was an Old Catton resident and looked forward to working with the Parish Council to ensure the health of the trees within our Parish.

The meeting resumed.

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

45. FINANCE

- 45.1. Bank balances as at 31st July 2022, previously resolved by email, were noted. Monthly bank account reconciliations were noted. List of payments and receipts with vouchers 167 to 211 on payments schedule up to 15th August 2022 with expenditure of £20,731.64 and income of £2,816.04 were APPROVED.
- 45.2. Bank balances as at 31st August 2022, previously resolved by email, were noted. Monthly bank account reconciliations were noted. List of payments and receipts with vouchers 212 to 271 on payments schedule up to 19th September 2022 with expenditure of £24,971.46 and income of £1,964.32 were APPROVED.
- 45.3. Bank balances as at 30th September 2022 were noted. Monthly bank account reconciliations were noted. Receipt of second Precept payment from Broadland District Council was noted. List of payments and receipts with vouchers 272 to 323 on payments schedule up to 10th October 2022 with expenditure of £43,951.21 and income of £136,046.38 were APPROVED.
- 45.4. Scrutineer's Report for the period 1st April – 30th June 2022 was noted.
- 45.5. First Quarterly Report for the period 1st April – 30th June 2022 was noted.
- 45.6. Second Quarterly Report for the period 1st July – 30th September 2022 was noted.
- 45.7. External Auditors report for accounts ending 31st March 2022 was noted.
- 45.8. CIL expenditure for plant and machinery to be used at Catton Park, previously AGREED by email, was APPROVED.
- 45.9. Email from SAAA regarding opting out of central external auditor appointment arrangements was noted. It was AGREED to not opt out.
- 45.10. Report regarding recommended renovations of tennis courts was noted and AGREED.
- 45.11. Proposal regarding the installation of "smart gate" on the tennis courts was noted. It was AGREED that Clerk should investigate fees and charges further and return to next available meeting for consideration.
- 45.12. It was AGREED that Councillors A Chandler, G Crouch and B Sabberton-Coe form the Budget Working Group. As Councillor A Chandler was not present at the meeting Councillor B Honess offered to join the Group if Councillor A Chandler was unable.

46. PLANNING

The following planning applications were previously resolved by email:

- 46.1. **20221178** – 6 Hall Drive, Old Catton , NR6 7DW – Installation of solar panels on Listed Building.
NO OBJECTION.
- 20221454** – Old Catton CofE Junior School, Old Catton, NR6 7DS – Installation of PVCu framed windows and doors on the main hall building to replace existing metal framed windows and doors.
NO OBJECTION.
- 20221376** – 22 Catton Chase, Old Catton, NR6 7AS – Single storey rear extension, flat roof, front elevation porch and pitched roof to existing garage.
NO OBJECTION.

The following planning applications were considered:

46.2. 20221510 – 46A Spixworth Road, Old Catton, NR6 7NF – Two storey side extension.
NO OBJECTION. . It was noted that no notification of planning application were posted near the property.

46.3. There were no further planning matters.

47. PROPERTY AND RESPONSIBILITIES

47.1. Minutes of the Annual General Meeting of the Airport Consultative Committee held on 13th July 2022 were noted.

47.2. Minutes of the General Meeting of the Airport Consultative Committee held on 13th July 2022 were noted. Councillor B Leggett stated that he was attending the next meeting on Wednesday 12th October 2022.

47.3. Councillor P Wilkin commented that meeting of the Sports Groups would take place shortly.

47.4. There were no further written or verbal reports from Members with organisations or significant issues from their areas of responsibility.

48. NEXT MEETING

Date of Parish Council Meeting was noted as Monday 14th November 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 7.41pm.

Chairman, 14th November 2022