

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 6.30PM ON MONDAY 11TH SEPTEMBER 2023
AT THE PAVILION, CHURCH STREET, OLD CATTON

Present: Mr B Sabberton-Coe (Chairman) Mr G Tingle (Vice-Chairman) Mr J Arnott
Mr M Callam Mr T Cooke Mr B Leggett
Mr M Vincent Miss P Wilkin

Ms S Vincent (Clerk)
Mrs G Howes (Administration Officer)
Norfolk County and Broadland District Councillor K Vincent
Broadland District Councillor K Leggett
PC Graham Gill, Beat Manager
x15 Residents

34. APOLOGIES FOR ABSENCE

Apologies were received from Councillor G Crouch due to holiday commitments.

35. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Declaration of interest was given for the Parish Council for planning application 2023/2272.
There were no further declarations of interest.

36. MINUTES OF THE MEETING OF 10.07.2023

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

37. MATTERS ARISING

There were no matters arising.

38. PUBLIC DISCUSSION

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

Councillor B Sabberton-Coe addressed the large number of resident attendees and asked if there was a spokesperson for the group. Resident spoke on behalf of some of the Grant of Exclusive Rights holders at Old Catton Cemetery regarding the annual clearance of prohibited items that had been carried out in August. Resident outlined the distress and upset the holders felt by the removal of items from the graves and stated that it was felt the Council had no empathy for the holders feelings regarding items being placed. Resident stated that many holder had not received the clearance letter, many holders had had items removed that had been on the grave for a long period of time and that there was no consistency to the Council's policy. Resident requested that Council consider reviewing the Terms & Conditions and

consider a compromise that is sympathetic to the holders and their feelings; consider that there are more eco-friendly items available for graves that may be acceptable, consider that with the rise in climate temperatures fresh flowers do not last very long on the graves, consider storing items that have been removed so holders can retain them. Resident had photographs of graves that showed inconsistencies which were shared with the Council. Resident had spoken from a prepared sheet which she agreed to leave a copy of with the Council; resident asked for written record of the meeting (it was confirmed that minutes of meeting are available on Council website). A lengthy discussion followed with questions from both the public and the Council. It was AGREED that the Council would meet to consider the Terms & Conditions and a further meeting with the resident representatives would be held.

All residents except two left the meeting at this point.

Resident raised concern that streetlight on The Warren, previously reported on numerous occasions, still was not working. Clerk confirmed this would be raised again with the streetlight contractor.

Resident expressed concern over alleyway from Billing Close to Ecton Walk which was overgrown. Mrs G Howes confirmed this had been reported to Highways. Resident also asked about overgrowing brambles on footpath near junction of Spixworth Road/White Woman Lane. Again it was confirmed that this had been reported to Highways.

Beat Manager, PC Graham Gill, provided crime statistics for Old Catton and Sprowston West up to 11th August; incidents of public order offences, theft, criminal damage, attempted assault and assault, including assault of police officers and ambulance staff had been reported. Safer Neighbourhood Action Panel meeting will be held on Wednesday 13th September at 7pm at the Pavilion, Recreation Ground. Priority setting has been ASB and speeding for some time – if there are any other issues Councillors wish to raise please let PC Gill or Councillor T Cooke know before the meeting – Councillor J Arnott raised concern about a noticeable increase in “noisy exhausts” driving around the village.

Norfolk County and Broadland District Councillor Karen Vincent reported:

- Highways:
 - Various repairs and vegetation issues are being discussed.
 - Road Safety Measures Funding: Councillor K Vincent is considering the residents feedback following consultation and hopes to be in a position to feedback to the Council shortly.
 - Councillor K Vincent reminded Members of the Parish Partnership Scheme and that she would be prepared to consider a joint project with the Council. Deadline for submission is ??? December 2023.
 - Heartsease Roundabout: work has commenced with diversions in place. Work is expected to last until the end of April 2024.
- RAAC concrete in schools: In 2018 Norfolk County Council worked with all County Councils to identify schools in the region that may be affected by RAAC concrete. Of a survey of x83 schools there were no issues of concern – most of the schools were

Academies and responsible for their own maintenance. Since the survey Norfolk County Council have contacted the schools a further x3 times, the last being in June 2023.

- Business Safety Week is running from 11th – 17th September. This is an opportunity for fire services to work with the public to make small and medium size businesses aware of their fire safety responsibilities particularly of legislation coming into effect on 1st October 2023. For more information see:
<https://www.nationalfirechiefs.org.uk/Business-Safety-Week>
- Councillor T Cooke asked Councillor K Vincent if she knew when the white line markings would be reinstated on Church Street? Following a question regarding taping of manhole covers on St Faiths Road, Councillor J Arnott informed that slurry surfacing of pavements near Church Street entrance had been planned for x2 days starting Tuesday 12th September 2023.

Broadland District Councillor K Leggett reported:

- Recycling: Councillor K Leggett confirmed that glass collection for August was 4.7tonnes. Paper bin remained full; Councillor K Leggett continue to chase collection company for the removal.
- The Business Breakfast: support for local businesses. Next breakfast being held on 4th October 2023. More information is available on the website:
<https://www.southnorfolkandbroadland.gov.uk/business-events-awards/business-events>
- Councillor K Leggett reminded that District Councillors have a Members Grant available to support local groups/organisations. Councillor K Leggett has allocated part of his grant already by there are still funds available and Councillor K Leggett welcomes suggestions towards supporting funding.
- Neutron Neutrality: Councillor K Leggett informed that District Council meeting regarding this issue would be held on Wednesday 13th September 2023. Councillor K Leggett confirmed he would update the Clerk, for onward distribution to Members, following this meeting.

The meeting resumed.

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

40. FINANCE

40.1. Bank balances as at 31st July 2023 were noted. Monthly bank account reconciliations were noted. List of payments and receipts with vouchers 120 to 171 on payments schedule up to 10th August 2023 with expenditure of £37,418.28 and income of £4,610.87 were APPROVED.

40.2. Bank balances as at 31st August 2023 were noted. Monthly bank account reconciliations were noted. List of payments and receipts with vouchers 172 to 208 on payments schedule up to 11th September 2023 with expenditure of £34,289.26 and income of £1,264.70.

- 40.3.** Scrutineer's Check for the period 1st April – 30th June 2023 was noted.
- 40.4.** CIL Working Group report regarding quotes received from additional consultants, specialising in Civils & Structures and Mechanical & Electrical, required to consider planning design for Lavaré Park were considered. Quote from Company A of £16,850.00 for Design & Build or £18,350.00 for Traditional was AGREED and quote from Company D of ££14,850.00 for Design & Building or £18,350.00 for Traditional was AGREED. It was AGREED that delegated authority on contract type be given to CIL Working Group following discussions with architects and quantity surveyor/project manager.

41. PLANNING

- 41.1.** **202312144** – 24 Colkett Drive, Old Catton, NR6 7ND – Enlarge existing front dormer window on south elevation and render on south and east elevations.
NO OBJECTION.
20231266 – 20 Catton Chase, Old Catton, NR6 7AS – Rendering to all external walls of bungalow
As planning approval for rendering of side and rear extension have been approved by District Council – NO OBJECTION.
20231992 – 2 Catton Hall Farm, Church Street, NR6 7BZ – Replacement of windows and doors
NO OBJECTION.
20232456 – 7 Bronde Close, Old Catton NR6 7LN – Single storey front extension and associated internal remodelling.
NO OBJECTION.
20232520 – 8 Church Street, Old Catton, NR6 7DS – Two storey front extension & single storey rear extension.
NO OBJECTION.
20232272 – Lavaré Park, Buxton Road, NR6 7GD – Erection of single storey local community building and associated works.
NO OBJECTION.
2023126 – 5 Louis Close, Old Catton, NR6 7BG – Erection of two storey rear side extension (resubmission of 20230105).
NO OBJECTION.
- 41.2.** There were no other planning matters.

42. PROPERTY AND RESPONSIBILITIES

- 42.1.** CIL Working Group report containing plans and design for the upgrade of Pavilion, Recreation Ground was APPROVED.
- 42.2.** Councillor J Arnott informed Council of meeting held on 21st July 2023 at St Faiths Road/Fifers Lane roundabout between Highways, Cozens, Batemans and Tarmac to consider additional works to be carried out. It is planned that x12 weeks from the date of this meeting roundabout will be closed for x2 days for remedial works to be carried out. Works will include raising the roundabout height (creating a higher dome), blue roundabout signage will be lit, additional signage, white lining and white slow road marking. Councillor J Arnott said that there was a long discussion regarding drainage

and the grass verges; Highways remain reluctant to hard surface the affected areas as this will increase rainwater into the drains of nearby houses. Angle of the footpath from the roundabout was agreed as too steep – Highways are considering options; Councillor J Arnott had suggested a handrail. Hedge on corner will also be cut back to improve width of the pathway. Councillor K Vincent added that this meeting and actions was a result of the safety audit carried out.

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

43. POLICIES AND PROCEDURES

- 43.1.** Adoption of the Reserve Forces Training & Mobilisation Policy was AGREED.

44. CORRESPONDENCE

44.1. South Norfolk and Broadland District Council letter regarding Proposed Public Space Protection Order (vehicle related ASB) was considered. Council response to consultation questions contained there-in are as follows:

- Do you agree with the proposed PSPO being applied across district? **YES**
- Do you agree with the proposed regulatory controls in the draft PSPO? **YES**
- Do you agree with the proposed period of operation of the draft PSPO? **YES**

44.2. Airport Consultative Committee Annual General Meeting Minutes of 19th July 2023 were noted.

44.3. Airport Consultative Committee Meeting Minutes of 19th July 2023 were noted.

45. NEXT MEETING

Date of next meeting was noted as Monday 9th October 2023 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 8.05pm.

Chairman, 9th October 2023