

OLD CATTON PARISH COUNCIL
MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT 6.30PM ON MONDAY 8TH JULY 2024
AT THE PAVILION, CHURCH STREET, OLD CATTON

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

Ms S Vincent (Clerk)
Norfolk County and Broadland District Councillor K Vincent
x12 residents

22. APOLOGIES FOR ABSENCE

Apologies were received from Councillor J Arnott and Broadland District Councillor K Leggett.

23. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no declarations of interest.

24. MINUTES OF THE MEETING OF 10.06.2024

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

25. MATTERS ARISING

There were no matters arising.

26. PUBLIC DISCUSSION

Norfolk County and Broadland District Councillor Karen Vincent reported:

- There have been no full Council meeting for Norfolk County Council or Broadland District Council since the Annual Meetings in May. Both are scheduled for later in June – NCC on 23rd July at 10am and BDC on 25th July at 7pm. Broadland meetings are livestreamed – link available from the website.
- Broadland Town and Parish Forum will be held on 9th July at 11am. Agenda includes budget planning, bottle bank initiative, annual play area inspections and Pride in Place update.
- Next Planning Committee Meeting will be held on 17th July. No agenda available at this time.
- Safer Neighbourhood Action Panel (SNAP): meeting held on 25th June. Local concerns were raised and priorities were set for the next x3 months. There is an increase in ASB in Sprowston. Residents raised concerns regarding speeding on St Faiths Road (between Louis Close and Woodland Drive) and Burma Road (between the bends).

There was a request for the SAM2 to be placed at these locations and any past data be passed to PC Gill and Councillor K Vincent. Agreed Priorities for the next x3 months were set as ASB and increasing foot patrols in known target areas, speeding and school-run parking.

- Clean Up and Bloom: some planters have been placed around the village with a few more to be placed at agreed sites. Next steps is planting of spring bulbs in the verges; under street signs and along the new fencing on the Morrisons grass verge. Councillor K Vincent is also planning some organised litter picks – posters to follows.
- Parish Partnership: bids for 2025/26 are now open (deadline for bids is 6th December 2024). Councillor K Vincent is keen to support a Parish Council bid for Parish Partnership using her Highways grant. Council was asked to consider bids for next year – possibly a village sign or village gates.

A number of residents who are allotment holders requested that the Council agree to a full meeting with allotment holders to discuss the new tenancy agreement. Residents reported disquiet amongst allotment holders as could not ask questions during the annual meeting. One allotment holder stated they had not received any paperwork and felt there was a lack of trust by not giving full details. Residents felt there was a reluctance to meet with allotment holders. Residents felt that allotment holders should be given an opportunity to have their say. Residents felt the new agreement should have been disseminated more transparently and allotment holders given time to discuss the legality. Residents urged the Council to reconsider, as a matter of urgency, having a full meeting and give holders an opportunity to discuss.

Resident of Carterford Drive, who has lived there for over 20years, expressed his frustration that there has been no official maintenance of the verges, road and pathways, drains carried out. Resident has communicated, numerous times over the years, with Councillor K Vincent regarding issues. Number of issues remain outstanding – drains are blocked, shrub cutback and clearance not carried out, access steps now overgrown with vegetation, insufficient resurfacing carried out which has resulted in the potholes returning. Councillor K Vincent reported that she has reported ongoing issues to Highways as is trying to arrange an on-site meeting with Highways to which the resident was invited to attend.

The meeting resumed.

27. The Clerk's verbal monthly report was received and noted. Foliage over streetlights on Church Street was still not cutback (previously reported to Cozens). Signage on Spixworth Road near junction with Lodge Lane was covered by foliage (previously reported to highways). Ivy overhanging boundary walls of 206 St Faiths Road and the Manor House is now blocking signage (previously reported to Highways). Bus stops were recorded as needing cleaning – Clerk explained the current contract for cleaning. Report from Councillor J Arnott on recent Safer Neighbourhood Action Panel meeting was noted.

28. FINANCE

- 28.1. Bank balances as at 30th June 2024 were noted. Monthly bank account reconciliations were noted. List of payments and receipts with vouchers 095 to 125 on payments

schedule up to 8th July 2024 with expenditure of £25,221.25 and income of £2,651.63 were APPROVED.

28.2. Internal Audit Final Report was considered and AGREED.

28.3. Quote for removal and replacement of hedge at Hall Drive, at a cost of £816.67 (excluding VAT) was AGREED.

28.4. Quote for electrical and structural column testing of Parish Council owned streetlights, at a cost of £3,000.00 (excluding VAT) was considered. As this is a legal requirement it was AGREED the testing should be carried out.

29. PLANNING

29.1. **2023/3088** – Old Catton Recreation Ground, Church Street, Old Catton, NR6 7DS – Plan Amendment: Erection of three single-storey local community buildings and associated works.

NO OBJECTION

30. PROPERTY AND RESPONSIBILITIES

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

31. 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.

32. Verbal report was received from the Staffing Committee; appointment of Administration Officer and Park Assistant was AGREED.

33. NEXT MEETING

Date of Parish Council Meeting was noted as Monday 9th September 2024 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 7.45pm.

Chairman, 9th September 2024