

# Old Catton Parish Council

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

Clerk of the Council: Ms Sarah Vincent

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2<sup>nd</sup> March 2021

## **NOTICE OF MEETING AND SUMMONS TO ATTEND**

The **Ordinary** Meeting of Old Catton Parish Council will be held by remote means on **Monday 8<sup>th</sup> March 2021 at 6pm**

**The remote meeting, via Zoom, will be open to the public. Anyone wishing to attend the remote meeting may contact the Clerk on [clerk@oldcattonparishcouncil.co.uk](mailto:clerk@oldcattonparishcouncil.co.uk) to receive joining instructions.**

### **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 8<sup>th</sup> February 2021 (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 as at 28<sup>th</sup> February 2021 and approve payment schedule (copy herewith).
  - 7.2. To note email correspondence and quote for new van to be purchased using CIL funds and approve purchase (copy herewith).
  - 7.3. To consider proposal for allocation of grant funding for FY 2020/2021 (copy herewith).
  - 7.4. To consider and agree revised quote for resurfacing of Recreation Ground car park previously AGREED at meeting in 2019 (copy herewith).

7.5. To approve subscription to Scribe Accounts, Norfolk PTS, Norfolk ALC, Scribe Cemetery, SLCC at a total cost of £2,445.29, previously resolved by email.

7.6. To appoint person to carry out independent internal control check.

## 8. PLANNING

Planning Applications (copy available on Broadland District Council website:

<https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>)

8.1. **20210097** – Proposed Two Storey Side Extension – 43 Edgefield Close, Old Catton, NR6 7HP

**202110190** – demolish Existing Garage and Connecting Flat Roof. New Single Storey Rear Extension with Flat Roof. 2 Storey Side Extension and Front Extension. Render and Vertical Cladding to Elevations. New Windows and Doors – The Hollies, 13 Parkside Drive, Old Catton, NR6 7DP

**2021/002** – Erection of Single Storey Front Extension to Increase Area of Staff Room and Class Room – White Woman Lane School, White Woman Lane, Sprowston, NR6 7JA

8.2. To note the following planning decisions:

- 20202138 – 30 Spixworth Road, Old Catton, NR6 7NF – Full Approval
- 20202188 – 34 Wrenningham Road, Old Catton, NR6 7ED – Full Approval
- 20202380 – 176 Spixworth Road, Old Catton, NR6 7EQ – Full Refusal

8.3. To note any other planning matters.

## 9. POLICIES AND PROCEDURES

9.1. To confirm revision of the following Council Policies and Procedures and that no amendments have been made (copies available on website):

- Anti-Fraud, Corruption and Theft Policy
- Scheme of Delegation
- Protocol for Recording of Council Meeting
- Protocol for Public Participation
- Financial Risk Assessment
- Standing Orders
- Environmental Policy

9.2. To confirm revision of the following Council Policies and approve amendments made (copy herewith):

- Protocol for Pre-Meeting
- Financial Regulations
- Five Year Strategic Plan

## 10. PROPERTY AND RESPONSIBILITIES

10.1. To note Airport Consultative Committee meeting of 23<sup>rd</sup> February and additional paperwork, and consider appointment of Council representative (copy herewith).

10.2. To consider Norfolk County Council proposal for double yellow restrictions at traffic lights on White Woman Lane (copy herewith).

10.3. To consider street naming for section of East-West Link Road from Spixworth Road as part of Orbit Housing development (copy herewith).

10.4. To consider removal of x2 branches from tree on west side of Recreation Ground at the request and expense of resident (copy herewith).

- 10.5.** To consider resident suggestion for the creation of Parish Footpath Warden and resident's offer to fulfil this role on voluntary basis (copy herewith).
  - 10.6.** To agree amendment and quote for stonemason work to the War Memorial (copy herewith).
  - 10.7.** To receive any written or verbal reports from Members meeting with organisations or significant issues from their areas of responsibility.
- 11.** To note date of next Parish Council Meeting as Monday 12<sup>h</sup> April 2021 at 6pm by virtual means.

Ms Sarah Vincent  
Clerk of the Council