

**OLD CATTON PARISH COUNCIL, MINUTES OF THE MEETING**  
**OF THE PLANNING AND PROPERTY COMMITTEE,**  
**HELD AT 7.00 PM ON MONDAY 14<sup>TH</sup> MAY 2007,**  
**AT THE PAVILION, CHURCH STREET**

**PRESENT:** Mr J Arnott                      Mr C Green                      Mr A Lovett  
                    Mr B Sabberton-Coe                      Miss P Wilkin

**APOLOGIES:** Mr B Leggett                      Mr D Thompson

Mr B Sabberton-Coe welcomed everybody to the meeting,  
especially Mr J Arnott, to his first meeting of the committee.

**1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

It was unanimously AGREED to re-elect Mr B Sabberton-Coe as Chairman and Mr C Green as Vice Chairman.

**2. DECLARATIONS OF INTEREST**

Mr J Arnott declared a personal interest in application 20070365 and took no part in discussion of that application.

**3. PLANNING**

3.1. The list of planning applications was considered and recommendations made to the Planning Authority, Broadland District Council, as noted on the attached list.

**4. MINUTES OF 12.4.2007**

The minutes were confirmed as a true record, and signed by the Chairman.

**5. CHURCH STREET RECREATION GROUND**

5.1. Quotations for disabled and ladies' toilets.

The architect had submitted three quotations, all of which were above a sum thought to be acceptable. It was noted, however, that the architect had specified the work to a high standard. It was AGREED to simplify the specification and to ask S W Greengrass to quote again.

5.2. Alterations to the Council Office.

It was AGREED that the office should be improved and extended by demolishing the built in cupboard and making good at a cost not exceeding £500.00. It was AGREED that a secure steel cabinet should be purchased to hold sensitive records and the Burial books, and some additional shelving provided.

### 5.3. Community Fete on 22<sup>nd</sup> July 1007.

It was AGREED that this could be held at the Recreation Ground and that the charge would be £50.00. The fete was being organised by the St Margaret's Earlybirds to raise funds for their organisation and the Hall School Playground Fund.

### 5.4. Netball Summer Camp, 13<sup>th</sup> – 17<sup>th</sup> August 2007.

It was AGREED this could be held again this year and that the charge would be £275.00.

## **6. LAVARE PARK**

### 6.1. Football Training.

It was noted that representatives of the Junior Football club had agreed to meet councillors at the next committee meeting on 11<sup>th</sup> June 2007 to discuss this and other football related matters.

## **7. BUS SHELTERS**

The neighbours of the property adjacent to the proposed shelter had objected to it being placed there, and members were sympathetic to their view. It was AGREED that a shelter near to Catton Court was still desirable and to consult the bus company and Norfolk County Council about moving the bus stop further south.

## **8. REVIEW OF OUTSTANDING WORK**

The list of outstanding work was reviewed.

It was AGREED to try to expedite the work to the Church lychgate.

It was noted, with pleasure, that the Paul Bassham Trust had made a grant of £2,000.00 for the Multi Use Games Area. The result of the application to Biffaward should be known in early June.

## **9. STAFF MATTERS**

9.1. Vacancy. Members discussed how best to fill the vacancy left by the loss of Mr Tate. Currently Messrs Wilkin and Brown were sharing the second Supervisory position and they had indicated their willingness to take on additional hours to cover all the supervisory duties at the Recreation Ground. It was AGREED to increase the hours Messrs Wilkin and Brown were employed so that they worked alternate weeks and also to try to find somebody who could act as a relief Supervisor to cover for holidays and sickness.

9.2. Uniform clothing. It was AGREED to provide uniform polo shirts, sweatshirts and baseball caps for the supervisory staff. The shirts would be embroidered with 'Old Catton Parish Council'.

## **10. HIGHWAYS MATTERS**

10.1. Consultation about no waiting restrictions. Norfolk County Council proposed to provide double yellow lines at both sides of Burma Road, as it approached Spixworth Road, around the 'roundabout' near 149 to 185 The Paddocks and outside 57/59 Spixworth Road. It was AGREED to recommend that the Council agree these restrictions with the exception of that outside 59 Spixworth Road.

10.2. Hedge at Oak Lane. It was noted that visibility was impaired by the hedge and trees at the entrance to Oak Lane from the ring road. There was some doubt about whose responsibility this was and Norfolk County Council had been asked to deal with it, either directly or through the Catton Park team.

10.3. Works planned at Mile Cross Lane. It was AGREED to ask Norwich City Council for details of the works and for the opportunity to be consulted, particularly about the exit from Oak Lane into the ring road.

10.4. Potholes. Various defects were noted but these had already been identified by Norfolk County Council for repair.

10.5.Overhanging hedge. It was AGREED to write to the owner of an overhanging hedge at St Faiths Road, asking for it to be cut back.

## **11. CORRESPONDENCE**

11.1. The list of correspondence was considered.

11.2. It was AGREED to nominate Mr J Arnott and Mr B Palmer to meet with the bus company to discuss its service.

## **12. CHEQUES AND PAYMENTS**

The Committee had been delegated to deal with this as the Finance and Policy Committee had not met. The list of payments and receipts, vouchers numbered 13 to 68, with expenditure totalling £16,015.47 and receipts of £3,104.52, were AGREED.

## **13. ANY OTHER BUSINESS**

13.1. Kicking Wall at Priors Drive amenity land. It was noted that Broadland District Council had yet to make a decision about the wall. It was AGREED to enquire about taking over the maintenance of the land under delegated powers from Broadland District Council.

13.2. It was AGREED to discuss the replacement of the gates at the Cemetery Lychgate at the next meeting.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.25 pm.

Chairman 11th June 2007