

**OLD CATTON PARISH COUNCIL, MINUTES OF THE MEETING OF
THE FINANCE AND GENERAL PURPOSES COMMITTEE
HELD AT 7.30 P.M., ON THURSDAY 9th MAY, 2002,
AT THE PAVILION, CHURCH STREET**

PRESENT: Mrs G Masdin – Chairman
Mrs P Mattocks Mrs A Riches Mr B Sabberton-Coe

The Chairman welcomed everybody to the meeting.

APOLOGIES: Mr S Dunn Mr K Leggett Mr D Thompson
Mr M Vincent Miss P Wilkin

The Chairman welcomed everybody to the meeting and noted Mr S Dunn's election to Broadland District Council, the Committee wished to congratulate Mr S Dunn on his success.

268. MINUTES OF THE MEETING OF 11.04.2002.

The minutes had been confirmed and adopted by the Council on 25.04.2002.

269. RECREATION GROUNDS AND CEMETERY

269.1. fencing at Church Street Recreation Ground. Estimates had not yet been obtained for the section of fence the Council was legally obliged to provide. It was AGREED that quotations should also be obtained for the section between the old tractor shed and the back yard.

It was AGREED that members would look at the deeds and the letter with the solicitor's advice in order to familiarise themselves with the Council's duties as to fencing.

It was AGREED that repairs to the boundary fence and wall at the side of the children's play area, (necessitated by recent gale damage) should be put in hand as soon as possible. The insurance policy might cover part of the estimated cost of £622.00 but even so there was a £250.00 excess on the policy.

259. RECREATION GROUNDS AND CEMETERY

259.1. Trees at Church Street Recreation Ground. Broadland District Council had suggested that a tree survey of the whole recreation ground would be useful and help to devise a programme for the future care and maintenance of the trees. It was AGREED to obtain advice on the extent and specification for the survey before considering quotations for this work. The cost of the survey would attract a grant from Broadland District Council.

It was AGREED to deal with the crown cleaning of the 10 trees at the western boundary as soon as a scheme and a grant had been approved by Broadland District Council. It was AGREED to ask Mr J Arnott if he would be able to check on the competency of the contractors quoting, and supervise the work.

259.2. Amenity land at the Lodge Farm development. The Committee had visited the development before the meeting and looked at the small local areas for play that had already been equipped. Members felt that the fencing around the areas was of poor

quality and it was AGREED to write to Broadland District Council expressing concern about this. It was noted that a litterbin had not been emptied and enquiries would be made about who was responsible.

The large area of land was being planted with trees and shrubs. The play equipment had yet to be installed. Members felt that this might be a suitable site for a skateboard area if it was not possible to use Lavare Park and this would be borne in mind.

259.3. Fixtures at Church Street Recreation Ground. It was noted that the Cricket Club's use and charge was based on playing every Saturday and alternate Sundays. The Club had hoped to play nearly every Sunday. The original use was confirmed as the maximum the pitch would allow. The charges would be looked at carefully at budget time.

259.4. Celebration of the Queen's Jubilee. Miss P Wilkin reported that a Committee had been formed and chaired by Mrs P Mattocks. A Treasure Hunt was planned, followed by tea at the Village Hall and then there was to be a special service at Church. It was hoped to give the children participating a Jubilee Mug. It was PROPOSED by Mr D Thompson and SECONDED by Mrs G Masdin that the Council give a donation of £100.00. AGREED.

259.5. Development of Church Street Recreation Ground. Mr D Thompson suggested the creation of a surfaced track through the woods that could be used for skateboards, cycles, scooters etcetera. It was AGREED to ask the Recreation Grounds Management Committee to look into this idea. A route could be considered after the tree survey had been undertaken

260. VILLAGE HALL TOILETS, PROGRESS REPORT

Nothing had been heard from the insurance company.

The architect had organised a check of the existing drainage and the engineer had been asked to check the levels for the new drains.

261. WAR MEMORIAL

261.1. Three of the relatives of the fallen who had been consulted about the plan to replace the old Memorial with granite tablets let in to the new wall had replied promptly and warmly approved the plan.

261.2. A letter from a resident of Sprowston (not one of the relatives) complained that the old Memorial was to be taken away and asked that it be restored; a reply had been sent explaining that this was not an option.

261.3. The building of the wall was progressing well. The Committee was grateful to Mr D Thompson for supervising the work.

262. NEW AUDIT REGULATIONS

Quotations for internal audit had been obtained and were detailed on the attached report. It was AGREED to engage NSA as they were already carrying parish and district council audits. It was AGREED that an audit of the year ending 31.03.2002 should be undertaken and also to engage NSA to carry out the audit for the year ending 31.03.2003. The situation would be

reviewed for subsequent years. The charge would be £220.00 per day and it was estimated that the accounts for 2001/2 would take one and a half days and for 2002/3 two days. The fee would include attendance at a Council meeting to report on the audit.

263. CODE OF CONDUCT, ARRANGEMENTS FOR ADOPTION AND ADVERTISING

The adoption of The Code of Conduct would be on the agenda for the Council meeting on 25th April and the Committee AGREED that it should be adopted. Members had all been given a copy of the Register of Members' Interests form and these had to be completed and would be kept at Broadland District Council's offices, a copy would be kept at The Pavilion.

Broadland District Council had offered to advertise acceptance of the Code without any charge.

264. STREET LIGHTING

264.1. Replacement of remaining concrete columns. Norfolk County Council had not replied to the question of a contribution to the cost of improving lighting at St Faiths Road. The reason was that it was hoped more money would be made available as a result of the application to build at the old officers mess site at St Faiths Road. It was AGREED to defer discussion of this item for a month.

264.2. Request for improved lighting at the shops in Catton Chase. This would be considered along with the scheme for St Faiths Road.

265. CHEQUES, PAYMENTS AND COMPARISON WITH BUDGET

The attached list of vouchers numbered 1 to 21 was approved, and comparison with the budget noted.

265. ARRANGEMENTS FOR ANNUAL PARISH MEETING

It was AGREED that this should be held on Thursday 30th May at 7.30 p.m. and the Annual Parish Council meeting held immediately after. As usual Village Organisations would be invited to give reports and given the opportunity to speak if they wished.

266. CORRESPONDENCE

The attached list was received.

Item 5. The details of the special service for the Queen's Jubilee on Sunday 2nd June at 6.30 p.m. were noted. Mr D Thompson had agreed to read a lesson. Seats in Church would be reserved for members if they wished, the Clerk would liaise with the Vicar.

Item 6. It was AGREED to accept Norwich Airport's Managing Director's offer of a meeting and to arrange a date for a special meeting. All Councillors would be invited to attend.

Item 9. It was AGREED to allow more time to hear from people interested in becoming a school governor.

Items 1, 3, 4, 7 and 8 had all been included on the agenda.

266. DOG FOULING

A resident had expressed his concern at the Council meeting on 28th March about dogs fouling the Village. Assistance from Broadland District Council had already been requested and a reply had been received from Broadland District Council explaining the situation. Officers of that Council had visited the Village with the complainant and found very little evidence of fouling, the bins were well used and consideration would be given to emptying them more frequently. Broadland District Council was prepared to prosecute offenders if they could be identified. It was AGREED to check that Broadland District Council had kept the resident concerned informed.

267. ANY OTHER BUSINESS

- 267.1. It was AGREED to send a letter of condolence to the Queen expressing the Council's sympathy in the loss of the Queen Mother.
- 267.2. Newsletter. It was AGREED that a Newsletter should be produced in time to publicise the Jubilee event. The content was discussed and it was AGREED that a small item might be included, at the Editors' discretion, about the dog fouling problem.

There being **no further business** the Chairman thanked everybody for attending and closed the meeting at 10.05 p.m.

Chairman, 9.05.2002