

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE
HELD AT 7.30 P.M., ON THURSDAY 3rd OCTOBER, 2002,
AT THE PAVILION, CHURCH STREET

PRESENT: Mrs G Masdin – Chairman
Mrs A Riches Mr R Streeter Mr D Thompson
Mr K Leggett (for item 24)

APOLOGIES: Mrs P Mattocks

The Chairman welcomed everybody to the meeting.

14. DECLARATIONS OF INTEREST

There were no declarations of interest.

15. MINUTES OF THE MEETING OF 5.09.2002

The minutes had been confirmed and adopted at the Council meeting on 26th September and were signed by the Chairman.

16. MATTERS ARISING FROM THE MINUTES

Minute 7.1. Staff training. The Clerk reported that she had begun the Local Policy Course and that it promised to be very interesting.

Minute 12. Post Office Closure. The Post office had replied saying that it was currently reviewing its options regarding provision of Post Office Services and would take note of the Council's comments and communicate the results of its review. The matter of the letterbox had been passed to Royal Mail Customer Services.

17. CHEQUES, PAYMENTS AND RECEIPTS AND COMPARISON WITH BUDGET

The attached list of vouchers numbered 269 to 320 was approved and the comparison with the budget noted. As part of internal audit procedures Mr R Streeter checked all the invoices against the cheques and initialled the vouchers.

18. REPORT OF INTERNAL AUDIT

The written report had recently been received. Members agreed to read the report and discuss it at the next meeting.

19. BUDGET FOR 2003/4

Details of the actual expenditure and income for 2001/2, along with figures for the estimates for

2001/2 and 2002/3 and the estimated actual figures were given to members, also lists of current charges for recreation grounds hire and cemetery charges. Members would consider these figures and discuss the budget for 2003/4 in detail at the next meeting.

It was noted that there should be some additional income from the new homes at Lodge Farm.

The developer of the 12 houses at St Faiths Road would be obliged to provide a sum of money for the provision of play facilities. The sum would be calculated by Broadland District Council.

The commuted sum for maintenance of the amenity land was still being held by Broadland District Council but was earning interest. It had already been agreed that this sum would enable the replacement of the concrete street lights to be completed.

20. REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

It was AGREED to consider this at the next meeting.

21. VILLAGE HALL

Letter from Mrs Charlesworth about a new community centre. Nothing had been heard from the Village Hall Management Committee about the informal discussions about a change of priority. It was assumed that the Committee wished for the toilet project to go ahead. It was AGREED that plans for the new toilet should go ahead unless a formal proposition was received from the Management Committee.

It was AGREED that the Working Group should meet when information was received about grant applications.

22. WAR MEMORIAL

It had been agreed with the ad hoc committee that the representatives of the British Legion would suggest dates and make arrangements for the dedication once a completion date was known.

The work that remained to be done would be finished by the 1st November, Mr Cannings would be informed.

It was AGREED to consult Mr Cannings about any arrangements he might wish to make for a reception after the dedication. If Mr Cannings and his committee did not plan to arrange a reception it was AGREED that the Council should do so.

23. CORRESPONDENCE

The attached list was received and discussed.

24. ANY OTHER BUSINESS

24.1. Unauthorised memorial in the Cemetery. It was AGREED that, although the actual memorial should be changed to comply with the rules of the Cemetery, the base would be allowed to remain.

24.2. Dangerous tree in the Churchyard. The ash tree which was situated on the boundary with the neighbouring property at Garrick Green was in an unsafe condition and in need of

removal as a matter of urgency. The ownership of the tree had not been revealed by searches of the Church, or neighbours' deeds. Broadland District Council had offered a grant towards half the cost of removal and the neighbours had agreed to pay half the cost. Quotations had been obtained, the lowest was in the sum of £275.00 from Colin Kemp. Mr Kemp would be able to do the work on 7th October.

It was AGREED that the tree should be removed by Mr Kemp and the neighbours asked to pay half of the total cost of the work.

24.3. Appointment of minor authority governor for Lodge Lane School. It was AGREED that Mrs G Masdin and Mr R Streeter would meet with representatives of the governing body at 7.00 p.m., on Thursday 10th October, 2002, at the Pavilion.

24.4. Catton Park. Mr K Leggett, in his personal capacity, had been acting as co-ordinator of a steering group looking at Catton Park. The group included representatives of Norfolk County Council, Broadland District Council, Mr Buxton and Mrs Cooke. The group had agreed to apply to the Heritage Lottery Fund for a grant to prepare a Conservation Management Plan. It was hoped to enhance and conserve the Park and to arrest its decline and to provide more public access. There would be a feature in the local press.

It was AGREED that the Council should offer a contribution of £100.00 to the group to help with the cost of producing the Management Plan.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.10 p.m.

Chairman, 7th November 2002.