

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE
HELD ON THURSDAY 4TH SEPTEMBER, 2003,
AT 7.30 P.M., AT THE PAVILION, CHURCH STREET

PRESENT: Mrs G Masdin – Chairman
Mr K Leggett Mrs P Mattocks Mrs A Riches
Mr R Streeter Miss P Wilkin
Mr M Vincent (as Vice Chairman of Planning and Property
Committee)

APOLOGIES: Mr D Thompson Mr B Sabberton-Coe

The Chairman welcomed everybody to the meeting.

121. DECLARATIONS OF INTEREST

Mr K Leggett declared a personal interest in the agenda item Catton Park, as Project Manager of the Catton Park Steering Group and as tenant of Buttercup Meadow, which adjoined Catton Park.

122. MINUTES OF THE MEETING OF 4.08.2003

The minutes had been confirmed as a true record and adopted by the Council; they were signed by the Chairman.

123. CHEQUES, PAYMENTS AND RECEIPTS AND COMPARISON WITH BUDGET

123.1. The attached lists of vouchers numbered 242 to 288 were approved and the comparison with the budget and the bank reconciliation and list of unrepresented cheques for the current account noted.

124. VIREMENT OF FUNDS

It was AGREED to vire £1,600 from the budget provision for bus shelters to the budget for the Churchyard, to help pay for the repairs to the Churchyard wall. The funds would not be needed to pay for the bus shelters as Norfolk County Council had agreed to make a 90% grant.

125. CATTON PARK

125.1. Progress with implementation of Council resolutions. At the recent Council

meeting it had been agreed to ask for certain information and papers. The exact contents of the file of correspondence that a resident had referred to was unclear but Broadland District Council had offered to supply its summary of recent correspondence relating to the Deer Park. It was AGREED that copies of correspondence referred to in the summary that Mr R Streeter thought necessary would be requested.

Although it had been agreed at an earlier meeting to ask for copies of the minutes of the Steering Group members understood that these could not be made available and that the minutes were not what they had really required. Subsequently a request had been made to Broadland District Council for a copy of the Draft Conservation Management Plan of July 2003. An informal response had been to the effect that this document contained confidential information and could not be supplied.

- 125.2. Reply from Chairman of the Steering Group. The letter from Mr M Shaw was read to the meeting. Mr Shaw said that the Steering Group would be happy to meet the Council and that such a meeting would be most useful when the Steering Group was in a position to discuss its recommendations. It was not appropriate for the Steering Group's minutes to be widely circulated. Mr Shaw stated that the Parish Council was clearly one of the key stakeholders and gave his assurance that decisions about the future of the Park would only be taken following full consultation with the Parish Council.
- 125.3. The Committee hoped to be able to meet some of the members of the Steering Group before the next Council meeting. If this was not possible and further information could not be obtained then it was felt that a good reason should be given.
- 125.4. Council Meeting on 25th September. Mr R Burroughs, Forward Planning Manager of Broadland District Council, and a member of the Steering Group, had agreed to attend the meeting. It was AGREED to book the Church Hall for the occasion as it was bigger than the usual venue at the Village Hall. It was also AGREED to ask if Mr Burroughs would also take questions about Catton Park.
- 125.5. Application for Change of Use. It had been understood that the Steering Group would be making a planning application for change of use very soon. It was anticipated that the Council would be consulted about such an application in the normal way.
- 125.6. Mrs P Mattocks PROPOSED that the following motion, along with a recommendation for support, be considered by the Council on 25th September - 'Old Catton Parish Council supports the Broadland District Council's Development Overview and Scrutiny Committee's concern, recorded in its minutes of 23.04.2003, that "there should be no changes to POLICY CAT 1, which would exclude the Deer Park, or part of it, from the protection from development it currently enjoys, as this area is acknowledged as Humphry Repton's first work and is therefore of unique importance."

126. VILLAGE HALL

The work was almost complete. Arrangements to make the building good after the demolition of the old toilet block had yet to be made.

127. PARISH PLAN

An Open afternoon and evening had been arranged for Friday 26th September, between 2 and 8 p.m.. The RCC Field Officer would advise on the format of the event and attend with displays. It was hoped that members would be present at some time during the period. Tea and coffee would be served.

128. HOMEWATCH

The Homewatch Open Meeting would be held at 7.30 p.m., on Monday 6th October 2003 at the Church Hall. The Council would provide refreshments. It was AGREED to check that all the existing co-ordinators would be invited by Mrs Robson, and if not, to do so.

129. RISK ASSESSMENTS

129.1. It was AGREED that the draft assessments be adopted.

129.2. It was also AGREED that written procedures for the Clerk's work should be set out to help with an unplanned absence.

130. CORRESPONDENCE

The attached list was received and discussed.

Item 1. Letter from Doctor Ian Gibson, MP. It was noted that a meeting had already been arranged for 24th October and members wondered if it was appropriate for the Council or the other local authorities to be involved if it was to be a political meeting. Enquiries would be made.

Item 9. Increased internal audit fees. It was AGREED that the Clerk, along with clerks of other councils, should arrange a meeting with the auditors to discuss the justification for the proposed increase and ways that it might be avoided.

131. ANY OTHER BUSINESS

131.1. Members wished to send their best wishes to Councillor Mr D Little who was to be hospitalised soon.

131. ANY OTHER BUSINESS (continued)

131.2. Mr M Vincent felt that the Council should discuss the proposition that Mrs M Charlesworth had made several months ago about a new community centre for the Village. If the Council felt such a facility was a good idea it should consider where it might be sited. It was AGREED to agenda an item for discussion at the next Committee meeting.

131.3. It was noted that one of the lights on the pelican crossing at St Faiths Road was out.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.07 p.m.

Chairman, 2.10.2003.