

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE
HELD ON THURSDAY 4TH MARCH, 2004,
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 D Thompson Miss P Wilkin

APOLOGIES: Mr S Dunn, Mr B Sabberton-Coe

The Chairman welcomed everybody to the meeting.

191. DECLARATIONS OF INTEREST

Mr K Leggett declared his personal interest as Project Manager of the Catton Park Steering Group and tenant of Buttercup Meadow.

192. MINUTES OF THE MEETING OF 5.02.2004

The minutes, which had already been adopted by the Council, were signed by the Chairman.

193. MATTERS ARISING

Meeting of 15.05.2003. Although a report on the pay awards for staff had been received the agreement of its contents had not been minuted. It was PROPOSED by Mrs A Riches and SECONDED by Miss P Wilkin that the pay award detailed in the report of 15.05.2003 be confirmed. AGREED.

194. CHEQUES, PAYMENTS AND RECEIPTS, COMPARISON WITH BUDGET AND BANK RECONCILIATION

194.1. The attached lists of vouchers numbered 550 to 600, with payments totalling £7,491.64 and receipts of £218.40, were approved and the comparison with the budget and the bank reconciliation and list of unpresented cheques for the current account noted.

195. INTERNAL AUDIT REPORT

The interim internal audit had been carried out.

196. HIGHWAYS

196.1. Vehicle Activated Signs at Spixworth Road. There had been no further news about the signs or their positions.

196.2. Speeding. The results of the police speed checks would be published in the newsletter.

197. CATTON PARK

Mr K Leggett reported on the Steering Group meeting of 1.03.2004, which had been positive while acknowledging that there was still a long way to go. In order to apply for a grant from the Heritage Lottery Fund (HLF) evidence of a) 10% of the capital costs and b) ongoing revenue funding being provided locally would be required.

Broadland District Council and Norfolk County Council had both made commitments to funding and copies of their Cabinets' minutes are attached.

An application for grant was also being made to the Countryside Stewardship Scheme, this had to be submitted by 31st March, with a decision expected by 30th September 2004.

Detailed surveys had to be carried out and quotations obtained for the work identified as part of the first stage of the HLF grant application.

A private company limited by guarantee would be set up initially comprising Mr Buxton, Broadland District Council and Norfolk County Council; and would in due course apply for Charitable Trust status. The councils' trustee representatives would be elected members, supported by appropriate officers.

Mr K Leggett had been nominated as secretary of the Trust. Broadland District Council had nominated Mr D Thompson as its representative on the Trust. The Parish Council would be invited to nominate one of its members as a trustee.

The Steering Group would continue until such time as the Trust was fully established. If the project was approved by the HLF a Park Warden/Manager would be appointed with responsibility for the day to day management of the Park.

The matter of an ongoing revenue funding commitment of perhaps £500.00 a year was briefly mentioned and it was AGREED to place this matter on the agenda for discussion at the next Council meeting on 25th March.

198. ENVIRONMENT DAY 5.06.2004

Mrs Mattocks had organised experts, bird boxes and materials for a stall at the Junior Football Club 5 – a – side Tournament for the morning of 5th June. This would be advertised in the Newsletter, Parish News at church and in the schools.

199. VILLAGE HALL

The monthly report on Village Hall matters by the secretary of the Village Hall Management Committee was noted. It was noted that the Prime Minister had mentioned his support for Village Halls and Community Centres.

200. CORRESPONDENCE

200.1. The attached list was received and discussed.

201.DATES OF MEETINGS

201.1. Annual Parish Meeting. This would be held before the Council meeting on 27th May 2004.

201.2. Annual Parish Council Meeting. This would be held on Monday 28th June 2004, at the Pavilion. The only business would be to receive Declarations of Acceptance of Office and to elect officers and committees.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.35 p.m.

Chairman, 1.04.2004