

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE
HELD ON THURSDAY 8TH JANUARY, 2004,
AT 7.30 P.M., AT THE PAVILION, CHURCH STREET

PRESENT: Mrs G Masdin – Chairman
Mr S Dunn Mr K Leggett Mrs P Mattocks
Mrs A Riches Miss P Wilkin

APOLOGIES: Mr B Sabberton-Coe Mr D Thompson

The Chairman welcomed everybody to the meeting.

169. DECLARATIONS OF INTEREST

There were none.

170. MINUTES OF THE MEETING OF 4.12.2003

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

171. MATTERS ARISING FROM THE MINUTES

Minute 163. Parish Plan, a meeting of the sub group responsible for sifting the questions for the questionnaire had been held. The next meeting of the working group would take place on 29th January 2004.

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

172.1. The attached lists of vouchers numbered 467 to 509, with payments totalling £17,828.20 and receipts of £6,832.00, were approved and the comparison with the budget and the bank reconciliation and list of unrepresented cheques for the current account noted.

173. PAYMENT OF ALLOWANCES TO MEMBERS

In accordance with The Local Authority (Members' Allowances) Regulations 2003 it was AGREED to adopt a scheme to pay allowances to members for approved duties in line with the recommendations of the Independent Remuneration Panel employed by Broadland District Council. The adoption of a scheme did not oblige members to claim allowances. It was AGREED not to pay a basic allowance.

The following rates of allowances were AGREED –

- Travelling expenses at 35p per mile for vehicles of under 1200 cc and 40p for those of 1200 cc and over.
- Subsistence allowances of £4.92 for breakfast, £6.77 for lunch, £2.67 for tea and £8.38 for an evening meal
- Dependant carers allowance of £5.00 per hour

It was AGREED that the allowances should also apply to co-opted members and to

employees.

174. CONSIDERATION OF A COMPLAINTS PROCEDURE

It was AGREED to check whether members of the public should be advised of the way to take complaints about members further than the Council before amending or agreeing the attached policy.

175. PROCEDURES FOR DISCIPLINARY AND GRIEVANCE, AND STAFF APPEALS COMMITTEES AND DISCIPLINARY AND GRIEVANCE POLICIES

The attached were AGREED.

176. HIGHWAYS

176.1. Vehicle Activated Signs at Spixworth Road. Norfolk County Council hoped to position the signs in the next few weeks.

176.2. Review of the junction of St Faiths Road with Fifers Lane. Norfolk County Council had yet to reply to the enquiry about the potential availability of funds for such a scheme.

176.3. Hit and run accident at St Faiths Road. Members were very concerned that two elderly residents had been knocked over by a car while crossing St Faiths Road, despite the traffic calming measures and the 20 mph speed limit. It was noted that the calming scheme would be reviewed by Norfolk County Council. There was also concern that the poor standard of lighting might have been a contributory factor.

177. CORRESPONDENCE

177.1. The attached list was received and discussed.

177.2. Request for donation by the Norwich Fringe Project. It was AGREED to consider making a donation in the new financial year.

177.3. The reply from Norfolk Constabulary and reassurance about its commitment to community policing was noted.

178. ANY OTHER BUSINESS

It was AGREED to consider potential responses to comments in the Guest Book of the website at a future meeting.

It was AGREED that the notes of public discussion at council meetings should not be published on the website.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 9.15 p.m.

Chairman, 5.02.2004