

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE
HELD ON THURSDAY 12TH AUGUST, 2004,
AT 7.30 P.M., AT THE PAVILION, CHURCH STREET

PRESENT: Mrs G Masdin – Chairman
Mrs A Chandler Mr S Dunn Mrs A Riches
Mr D Thompson Miss P Wilkin Mrs J Williams

APOLOGIES: Mr B Sabberton-Coe

The Chairman welcomed everybody to the meeting.

13. DECLARATIONS OF INTEREST

There were no declarations of interest.

14. MINUTES OF THE MEETING OF 8.7.2004

The minutes had been confirmed and adopted by the Council, and were signed by the Chairman.

15. REPORTS ON MATTERS ARISING FROM THE MINUTES

Minute 5, Environment day. The owl boxes for the Recreation Ground had been delivered; it was AGREED that the Chairman would fix them in position at the appropriate time.

16. FINANCE, CHEQUES, PAYMENTS AND RECEIPTS, COMPARISON WITH BUDGET AND BANK RECONCILIATION

16.1. The attached lists of vouchers numbered 141 to 198, with payments totalling £12,148.39 and receipts of £3,580.81, were approved and the comparison with the budget and bank reconciliation noted.

19. STAFF MATTERS

19.1. 2004/5 pay award. It was PROPOSED by Mr S Dunn and SECONDED by Mr D Thompson that the increase, as recommended by the NJC, and detailed in the attached confidential report, be implemented with effect from 1.4.2004. Provision had been made in the budget. AGREED.

19.2. Staffing requirements for maintenance of the Churchyard and cemetery. The recommendation of the Planning and Property Committee that the hours allowed for the contractor to carry out this work be increased from 15 to up to 20 per week was AGREED. The necessary provision would be made in the budget for 2005/6.

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20. QUALITY PARISH STATUS

It was AGREED to organise a meeting of the working group to begin to consider the

requirements of an application for quality status.

21. HIGHWAYS MATTERS

These were listed under correspondence and in the minutes of the Planning and Property Committee.

22. VILLAGE HALL

22.1. Work on the new entrance doors and canopy was progressing well.

22.2. There had been no progress with the acquisition of the piece of land adjoining the Drive and it was AGREED that Mr D Thompson would arrange a meeting with Mr Buxton to define its boundary.

23. CORRESPONDENCE

The attached list was received and discussed.

24. ANY OTHER BUSINESS

24.1. Mr S Dunn reported that the new Co-op shop in Fifers Lane would include a Post Office.

24.2. Parish Plan. The in-putting of the data in the questionnaires was taking longer than had been anticipated.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.40 p.m.

Chairman, 9.9.2004