

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE
HELD ON THURSDAY 14TH OCTOBER, 2004,
AT 7.30 P.M., AT THE PAVILION, CHURCH STREET

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

APOLOGIES: Mrs A Chandler , Mr B Sabberton-Coe, Miss P Wilkin

The Chairman welcomed everybody to the meeting.

31. DECLARATIONS OF INTEREST

Mr S Dunn declared his personal interest in the Old Catton Twinning Association of which he was a member.

32. MINUTES OF THE MEETING OF 9.9.2004

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

33. FINANCE, CHEQUES, PAYMENTS AND RECEIPTS, COMPARISON WITH BUDGET

33.1. The attached lists of vouchers numbered 262 to 326, with payments totalling £12,462.61 and receipts of £54,870.35, were approved and the comparison with the budget noted.

33.2. Cemetery software. It was AGREED to buy the Scribe cemetery software in order to computerise the ever increasing number of burial records.

34. STAFF MATTERS

34.1. Role of Secretary of the Twinning Association. A confidential report was considered and discussed. It was AGREED that the amount of work involved could not be fitted in with the increasing workload of the Clerk and that, following the visit to Lavare in 2005; the services of the Clerk would be withdrawn.

35. BUDGET FOR 2005/6

Members were asked to prepare their initial thoughts about this before the next meeting. The Planning and Property Committee would discuss its requirements at its next meeting on 8th November.

36. CATTON PARK, UPDATE

Mr D Thompson reported that a press release had been made by the Heritage Lottery Fund; the funding for Stage 1 had been secured. Mr K Leggett would give a detailed report to the Council on 28.10.2004.

37. HIGHWAYS MATTERS

In response to members, and residents' concern about speeding in the Village it had been agreed to invite the Director of Planning and Transportation, Norfolk County Council, to attend a meeting of either the Council, or a special meeting to which residents were invited.

38. VILLAGE HALL

38.1. Mrs Riches reported on recent fundraising events.

38.2. Insurance of the Hall. It was AGREED to let the Management Committee know how much the Council was paying to insure the Hall, when the renewal details were available. It was felt that the Management Committee should take this into account as a running cost of the Hall when fixing its hire charges.

39. DISTRICT AUDIT

An error had been made on the Annual return for the year ended 31.3.2004. The amount of total borrowings outstanding had been understated by £90. It was AGREED that the Annual Return should be corrected and initialled by the Chairman.

40. CORRESPONDENCE

The attached list was received and discussed.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.55 p.m.

Chairman, 11.11.2004