

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE
HELD ON THURSDAY 11TH AUGUST, 2005,
AT 7.30 P.M., AT THE PAVILION, CHURCH STREET

PRESENT: Mrs G Masdin – Chairman
Mrs A Chandler Mr A Lovett Mrs A Riches
 Miss P Wilkin Mrs J Williams

APOLOGIES: Mr B Sabberton-Coe, Mr D Thompson

The Chairman welcomed everybody to the meeting.

13. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

It was unanimously AGREED to re-elect Mrs G Masdin as Chairman and Mrs A Chandler as Vice Chairman.

14. DECLARATIONS OF INTEREST

There were no declarations of interest.

15. MINUTES OF THE MEETING OF 11.7.2005

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

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

16.1. The attached lists of vouchers numbered 189 - 223, with payments totalling £36,374.88 and receipts of £3,033.76 were approved and the comparison with budget and current account bank reconciliation noted.

17. STATEMENT OF ASSURANCE FOR ANNUAL RETURN

Members had been provided with copies of the 'The statement of accounts' and the 'Statement of assurance' that were part of the Annual Return for the Audit Commission for the year ended 31.3.2005, and these were discussed. It was noted that the value of the fixed assets had been decreased as a result of the up to date valuation of the buildings.

It was PROPOSED by Mrs A Riches and SECONDED by Mr A Lovett that the statement of accounts and the Statement of Assurance be agreed and signed. AGREED.

18. REVIEW OF FINANCIAL REGULATIONS

It was PROPOSED by Mr A Lovett and SECONDED by Miss P Wilkin that the

Financial Regulations should be changed to take account of payment of staff and other labour by internet banking. AGREED.

19. HIGHWAYS MATTERS

19.1. It was noted that members of the Planning and Property Committee would be meeting the Highway Engineer on 18.8.2005.

19.2. An e mail had been received from Inspector Anderson undertaking to provide the details of the speed checks, using rubber tubes in Church Street, carried out by the Police.

19.3. It was noted that Norfolk County Council had recently completed the adoption of the highways and lighting at Lodge Farm Drive, Evans Way and Repton Avenue.

19.4. It was AGREED to write again to the resident of the property at the corner of Fifers Lane and St Faiths Road asking for the hedge to be cut back.

20. GROUP FOR BEREAVED RELATIVES

It had been agreed to set up a group for relatives of those buried in the Cemetery with a view to providing a channel of communication for consultation about maintenance and development aspects of the Cemetery. This policy was confirmed and it was AGREED to leave arrangements for the first meeting to the Planning and Property Committee and to accept the Reverend Patient's offer of involvement. It was noted that some expense might be incurred in hiring a meeting room and providing refreshments.

21. CORRESPONDENCE

21.1. The attached list was received and discussed.

22. ANY OTHER BUSINESS

22.1. It was AGREED to invite Dr Gibson, MP, to a Council meeting in the near future to answer residents' questions about traffic and speeding.

22.2. It was AGREED to invite Mr Elliott-Hunter, Broadland District Council's new Emergency Planning Officer, to a Council meeting later in the year.

22.3. It was noted that the Annual Meeting with Broadland District Council would be held on 11th October, the main presentation would be 'Taking Positive Action – Tackling Anti-Social Behaviour'. Four representatives would be nominated at the next Council meeting.

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

Chairman, 8.9.2005