

**OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE
HELD ON THURSDAY 13TH JANUARY, 2005,
AT 7.30 P.M., AT THE PAVILION, CHURCH STREET**

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

APOLOGIES: Mr S Dunn Mrs G Masdin Mr B Sabberton-Coe

The Chairman welcomed everybody to the meeting.

57. DECLARATIONS OF INTEREST

Mr D Thompson declared his interest as Trustee of the Catton Park Trust.

58. MINUTES OF THE MEETING OF 9.12.2004

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

59. MATTERS ARISING

Minute 56.5. It had been too late to add Oak Lane to the gritting lists for the current year but it would be included in the list for 2005/6.

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

60.1. The attached lists of vouchers numbered 431 to 477, with payments totalling £7,851.90 and receipts of £3,877.80, were approved and the comparison with the budget and bank reconciliation noted.

61. REVIEW OF CLERK'S CONDITIONS OF SERVICE

The recommendations of NALC and SLCC were noted. The revised conditions of service recognised the varied workload and responsibility of councils and recommended benchmarked profiles for councils and payment of clerks. It was AGREED that Old Catton fitted profile 2 for which the substantive benchmark range of pay was from LC2, points 30 – 34 with the addition of two increments for possession of the Higher Certificate in Local Policy, bringing the scale to points 32 – 36. The Clerk was currently paid at point 29.

It was AGREED to recommend to Council that the Clerk's salary be increased in line with the recommendations, but starting at point 30, pro rata to the number of hours employed (30), as at 1st April 2005 and progressing by annual increments to point 36.

62. BUDGET FOR 2005/6

The draft budget had been amended to take into account the changes discussed at the last meeting and for the increased salary bill. It was noted that the Uniform Business Rates for the Pavilion would be rebated by 50% and this amount of £600.00 was reallocated to repairs and maintenance at the Recreation Ground. The fees agreed at

the last meeting had resulted in a budgeted increase in income and an adjustment was made to the amount required to be taken from balances.

The net budgetary requirement was confirmed. It was AGREED to recommend to Council that a precept of £115,000.00 be levied on Broadland District Council.

63. EXTERNAL AUDIT

It was noted that the District Audit had been completed successfully.

64. CATTON PARK

Mr D Thompson reported that the Trustees had met with the Consultant who would be carrying out the surveys and a representative of the Heritage Lottery Fund, Mr K Leggett would report to the Council meeting.

65. HIGHWAYS MATTERS

65.1. Speeding. Various matters had been raised during public discussion at the November Council meeting. The Planning and Property Committee had discussed the matters and made the following suggestions –

- a) Additional humps should not be requested.
- b) A decision about moving the VAS at Spixworth Road from near Colkett Drive to near the Maids Head should be deferred pending thorough consultation with residents through the next newsletter.
- c) The Council should not fund any additional VAS.
- d) Norfolk County Council asked to raise the VAS near Proctor Road.
- e) Additional 30 mph signs at Fifers Lane, particularly at its junctions with Cromer Road, should be urgently requested.
- f) Additional 20 mph signs at Church Street and Lodge Lane should be requested. It was noted that several additional 20 signs had recently been added at St Faiths Road, and that their effectiveness could be evaluated before additional signs were fitted.

It was AGREED to recommend these suggestions to the Council.

66. CRIME AND DISORDER, CONSULTATION

It was AGREED that the Clerk would complete the consultation document with details of the problems that had been experienced.

67. CORRESPONDENCE

The attached list was received and discussed as follows:

Item 1. East of England Plan, Consultation meetings. As many members as possible and the Clerk would attend these meetings.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.50 p.m.

Chairman, 10.2.2005