

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY
COMMITTEE HELD ON THURSDAY 9TH FEBRUARY, 2006,
AT 8.45 P.M., AT THE PAVILION, CHURCH STREET

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

APOLOGIES: Mr A Lovett Mr B Sabberton-Coe

The Chairman welcomed everybody to the meeting.
Everybody was pleased to note that the Council had been
awarded Quality Parish Status at the recent seminar.

65. DECLARATIONS OF INTEREST

There were no declarations of interest.

66. MINUTES OF THE MEETING OF 12.1.2006

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

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

67.1. The attached lists of vouchers numbered 499 - 537, with payments totalling £6,702.87 and receipts of £190.00 were approved and the comparison with budget noted.

67.2. It was noted that the deposit of £240.00 for the Seminar on 8.2.2006 had been returned.

68. CLERK'S CONTRACT OF EMPLOYMENT

The new revised nationally agreed standard contract of employment, and local job description were considered and it was PROPOSED by Mr D Thompson that the Council be recommended to accept and sign the new contract.

69. CONTINUING PROFESSIONAL DEVELOPMENT

It was noted that Quality Parish Status was renewed very four years and all the tests had to be passed again; it was important for the Clerk to continue to keep up to date and qualified.

It was AGREED that the Clerk would be allowed to attend appropriate training events during Council time and also to carry out the business of the Norfolk Parishes Training Partnership, of which she was a member.

70. SURGERIES

It was noted that the surgeries had been poorly attended by residents and that this might be due to the regular availability of the Clerk in the Council Office. However, it was AGREED to continue to hold surgeries before the Parish Council meetings at the Village Hall.

71. QUOTATIONS FOR INTERNAL AUDIT

The contract with Supporta had expired; Supporta had been acquired by another company, Bentley Johnson. The Bentley Johnson quotation was £1,030.00 and that of RBS Accounting Solutions £510 - £680, depending on how long the audit took. Costessey Parish Council had used RBS and found them to be satisfactory and it was understood that other local councils would be using them. It was PROPOSED by Mr D Thompson that the contract for Internal Audit be awarded to RBS Accounting Solutions for the 2005/6 accounts.

72. HIGHWAYS MATTERS

Spixworth Road, Norfolk County Council's road safety team had replied that it was awaiting the results of some tests before finalising its review. It was suggested that revoking the double yellow lines between Church Street and Proctor Road might be an option and that the Parish Council's view on this would be welcomed. It was AGREED to agenda this idea for the Council meeting on 23rd February 2006.

73. CORRESPONDENCE

The attached list was received and discussed.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.30 p.m.

Chairman, 9.3.2006