

**OLD CATTON PARISH COUNCIL,**  
**MINUTES OF THE MEETING OF THE FINANCE AND POLICY**  
**COMMITTEE HELD ON THURSDAY 13<sup>TH</sup> APRIL, 2006,**  
**AT 8.45 P.M., AT THE PAVILION, CHURCH STREET**

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

**APOLOGIES:** Mrs A Chandler    Mr A Lovett            Mr B Sabberton-Coe

The Chairman welcomed everybody to the meeting.

**74. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**75. MINUTES OF THE MEETING OF 9.2.2006**

The minutes, which had already been adopted by the Council, were confirmed as a true record and signed by the Chairman.

**76. MATTERS ARISING FROM THE MINUTES**

It was noted that the Internal Audit would take place on 6<sup>th</sup> and 7<sup>th</sup> July 2006.

**77. FINANCE, CHEQUES, PAYMENTS AND RECEIPTS, COMPARISON WITH BUDGET**

77.1. The attached lists of vouchers numbered 538 to 636, with payments totalling £7934.92 and receipts of £608.18 (from the financial year ending 31.3.2006) and vouchers numbered 1 to 16, with payments totalling £2,463.14 and receipts of £40.00 (new financial year starting 1.4.2006) were approved and the comparison with the budget for 2005/6 noted.

77.2. Earmarking unspent balances. It was PROPOSED by Miss P Wilkin that unspent balances of £6,560.00 (detailed in the attached list) be carried forward into the new financial year beginning 2006/7.

77.3. Subscription to CPRE. It was AGREED to cease to subscribe to CPRE.

**78. STAFF MATTERS, RECREATION GROUND SUPERVISOR**

It was noted with regret that Mrs M Coen would finish her employment as from 30<sup>th</sup> April 2006 as she was moving away. A gift had been purchased and some of the sports groups wished to contribute and take part in a presentation to Mrs Coen. It was AGREED that this would take place after the Council meeting on 27<sup>th</sup> April 2006 and that some light refreshments would be served.

An advertisement for a replacement had only resulted in two applications to date. One of the applicants did not want to work as many hours as Mrs Coen had done and it was felt that perhaps two appointments should be made and the work shared. It was AGREED to authorise Mr D Thompson and Miss P Wilkin to deal with interviews and appointment of one or two new Supervisors and the arrangements for their working hours.

#### **79. TWINNING VISIT BY CHILDREN FROM LAVARE SCHOOL**

There would be a visit from the head teacher and pupils from the school at Lavare from 15<sup>th</sup> to 19<sup>th</sup> May. The Twinning Committee had not been able to obtain any funding from the European Union and the local school had only been able to provide one host family. It was PROPOSED by Mr D Thompson that the Council should demonstrate its support for this visit by allowing the free use of the Pavilion for the visit and making a grant of £100.00 to help with the cost of entertaining the children. This was unanimously AGREED.

#### **80. HIGHWAYS MATTERS**

- 80.1. Spixworth Road, proposed Puffin Crossing. It was unanimously AGREED to give strong support to this project and the site proposed.
- 80.2. Consultation with the Area Engineer. A meeting of some Broadland Clerks had been arranged with Mr N Tupper, the new Highways Area Engineer, to discuss methods of consultation.

#### **81. CORRESPONDENCE**

The attached list was received and discussed.

It was AGREED that a grant should not be made to the Early Birds.

There being no further business the Chairman thanked everybody for attending and closed the meeting at 8.45 p.m.

Chairman, 11.5.2006