

**OLD CATTON PARISH COUNCIL,**  
**MINUTES OF THE MEETING OF THE FINANCE AND POLICY**  
**COMMITTEE HELD ON THURSDAY 12<sup>TH</sup> MARCH, 2009,**  
**AT 7.30 P.M., AT THE PAVILION, CHURCH STREET**

**PRESENT:** Chairman – Mrs G Masdin  
Mr B Palmer                      Mrs A Riches                      Mr D Thompson  
Mrs J Williams

**APOLOGIES:** Mrs A Chandler      Mr B Sabberton-Coe      Mr M Vincent  
Miss P Wilkins

The Chairman welcomed everybody to the meeting.

**68. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**69. MINUTES OF THE MEETING OF 12.2.2009**

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

**70. MATTERS ARISING FROM THE MINUTES**

Minute 67. Norfolk ALC. Mr B Palmer reported that he had been invited to County Hall prior to taking up his duties on the Executive Committee.

**71. FINANCE, PAYMENTS AND RECEIPTS, COMPARISON WITH BUDGET**

71.1. The attached list of vouchers numbered 525 to 571, with payments totalling £9,087.15 and receipts of £84.00 were approved. The comparison with the budget and bank reconciliation were noted.

**72. QUALITY PARISH STATUS, RE-ACCREDITATION**

It was AGREED that the Council should apply for re-accreditation in 2010.

**73. SURGERIES**

It was noted that it was one of the criteria for the QPS scheme was for councillors to hold surgeries for parishioners, however, when surgeries had been held in the past prior to Council meetings they had not been attended by parishioners. It was AGREED to try holding surgeries at the Recreation Ground on a Saturday morning every other month and then to review their success before continuing.

#### **74. TRAINING POLICY**

The requirement for the Council to have a Training Policy was a new feature of the QPS scheme and a draft policy, attached to these minutes, was considered and AGREED.

#### **75. CORRESPONDENCE**

The list of correspondence was received.

It was noted that a final agreement had been reached for staff pay with an additional 0.3% awarded as from 1<sup>st</sup> April 2008. It was AGREED that this should be paid.

#### **67. MATTERS FOR FUTURE DISCUSSION**

It was AGREED to discuss the format for the Annual Parish Meeting at the April meeting.

The Chairman thanked everybody for attending and closed the meeting at 8.21 p.m.

Chairman 12.3.2009