

OLD CATTON PARISH COUNCIL,
MINUTES OF THE MEETING OF THE FINANCE AND POLICY
COMMITTEE HELD ON THURSDAY 13TH OCTOBER, 2011,
AT 7.30 P.M., AT THE PAVILION, CHURCH STREET

PRESENT: Chairman – Mrs A Chandler
Mr B Palmer Mrs A Riches Mr B Sabberton-Coe
Mr D Thompson Mr M Vincent Miss P Wilkin
Mrs J Williams

The Chairman welcomed everybody to the meeting

25. DECLARATIONS OF INTEREST

There were no declarations of interest.

26. MINUTES OF THE MEETING OF 11.8.2011

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

27. FINANCE, PAYMENTS AND RECEIPTS, COMPARISON WITH BUDGET

27.1. The attached list of vouchers 303 to 342 with payments totalling £7,454.22 and receipts of £80,859.39 were approved. The bank reconciliation and comparison with the budget were noted.

28. EXTERNAL AUDIT REPORT

The positive report by Mazars, the external auditors, was received.

29. VILLAGE WEBSITE

Members considered a confidential report on the future of the Village website. It was felt that the website was valuable community resource. Mr B Palmer PROPOSED and Mr B Sabberton-Coe SECONDED that Mr G Stuart be asked to operate the website for a fee of £3,000 a year as from 1st April 2012. AGREED. In the current financial year a payment of £500 was allowed for in the budget.

30. PRELIMINARY PARAMETERS FOR THE BUDGET FOR 2012/13

It was AGREED that any necessary increase to the budget requirements should be minimal. It was noted that Broadland District Council would not be paying the Council to monitor road cleaning next year, there would be an additional cost for the website and that electricity prices were increasing by about 20%. It was not anticipated that the Clerk and Groundsman would receive any cost of

living pay increases. Work that had been suggested by the Planning Property Committee would need to be funded from reserves, subject to checking the amount of balances that should be kept for good practice.

31. THE QUEEN'S DIAMOND JUBILEE IN 2012

Various aspects of this event were discussed and how any Village celebrations might be organised, and, if necessary, funded. It was AGREED to invite anybody in the Village who might be interested to a meeting at 7.00 pm on Monday 7th November 2011, which would be chaired initially by Mrs A Chandler.

32. CORRESPONDENCE

The attached list of correspondence was noted.

33. STAFF MATTERS

It was noted that Mr M Brown, one of the Recreation Ground Supervisors had been very ill recently but that his contract did not include any allowance for him to receive sick pay. It was AGREED to change Mr Brown's contract to include provision to pay him up to two weeks full pay and two weeks half pay for future periods of sickness.

The Chairman thanked everybody for attending and closed the meeting at 9.05 p.m.

Chairman, 10.11.2011