

**MINUTES OF THE MEETING OF
THE STRATEGY AND FINANCE COMMITTEE
HELD ON TUESDAY 11TH JUNE 2013 AT 7.00 PM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER**

Present:-

Vice-Chairman – Cllr. G. Smith, Cllr. D. Airs, Cllr. T. Bartlett,
Cllr. P. Harris, Cllr. D. Hamilton-Emery and Cllr. D. Pritchard.

Julie Chance – Town Clerk.

1. ELECTION OF COMMITTEE CHAIRMAN

It was **AGREED** that Cllr. Airs be elected as Chairman of the Strategy and Finance Committee. Cllr. Airs took the Chair.

2. ELECTION OF COMMITTEE VICE-CHAIRMAN

It was **AGREED** that Cllr. Harris be elected Vice-Chairman of the Strategy and Finance Committee.

3. MINUTES OF THE MEETING HELD ON 30TH APRIL 2013

The Minutes of the meeting held on 30th April 2013, having been **AGREED** at Full Council on 13th May 2013, were signed by the Chairman.

4. DECLARATIONS OF INTEREST

Declarations of interest were received from Cllr. T. Bartlett concerning any North Lodge Park and Cromer Preservation Society matters.

5. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. S. Eastwood.

6. PUBLIC PARTICIPATION

No members were present at the meeting.

7. NORTH LODGE PARK

Cllr. Harris reported that the next working group meeting will be held on Wednesday 12th June at 4.30 pm. The interim report will be considered at that meeting. Three options have been put forward by the independent consultant. The options need to be discussed. Cllr. Harris felt that a lot of important information has been omitted from report in particular financial information. Cllr. Bartlett said that it is important to investigate all possibilities to ensure a viable park for the future. It was **AGREED**

that Cllr. Harris and Cllr. Airs would ask the independent consultants to arrange a public meeting to discuss the three options put forward.

8. PARISH PLAN

Cllr. Bartlett reported that it is hoped that the final version will be going to print by the end of June. Delivery will then need to be organised. It was **AGREED** that the possibility of adding a neutral question concerning car parking in North Lodge Park will be looked at. It was **AGREED** that Cllrs. Airs and Harris will request the independent consultant to word this question. Cllr. Bartlett will circulate the final version to all Members for their final comments before going to print.

9. FINANCE

- 9.1 **Annual Accounts:-** It was **AGREED** to recommend to Full Council that the Annual Accounts for the year ended 31st March, 2013 be adopted. It was **AGREED** that an article be placed in the Cromer Times stating that Cromer Town Council's annual accounts have been audited.
- 9.2 **Annual Return:-** It was **AGREED** to recommend to Full Council that the Annual Return for the year ended 21st March, 2013 be adopted.
- 9.3 **Street Lighting:-** The Clerk reported that during the annual inspection carried out by Cromer Town Council's contractor, twenty four street lights were found to be obsolete. It was **AGREED** that the funding for street lighting has been allowed for in the budget and the Clerk will instruct the contractor to replace the street lights in question on a phased system.
- 9.4 **Joint Summer Conference – Thursday 4th July 2013:-** It was **AGREED** that the Clerk and Deputy Clerk would attend the Joint Summer Conference for Norfolk ALC and Society of Local Council Clerks. The cost is £45 per head. It was **AGREED** that the office will be closed on Thursday 4th July 2013.
- 9.5 **Microphone System:-** The Clerk reported that a member of the public had requested that Cromer Town Council looked at installing a microphone system in the Council Chamber. It was **AGREED** that the hearing loop which has been installed is acceptable and will need to be activated before each Full Council meeting. It was **AGREED** that the Clerk would purchase some signs informing the public that the hearing loop is available on request.
- 9.6 **Highway – Funding Bids:-** The Clerk reported that the two funding bids through Norfolk County Council have been successful. There is £6,000 earmarked for highway projects. The total cost to Cromer Town Council of the two bids will be £11,500. It was **AGREED** to recommend to Full Council that the shortfall of £5,500 be transferred from General Funds in order to meet the cost of the two projects.

10. CORRESPONDENCE

None received.

11. DATE OF THE NEXT MEETING

The date of the next meeting was noted as 16th July, 2013.

12. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC

AGREED

13. PERSONNEL MATTERS

Cllr. Nash read the minutes of the Personnel Sub-Committee meeting held on Tuesday 30th April 2013. It was **AGREED** that the Strategy and Finance Committee recommend to Full Council the adoption of the minutes. The Clerk will circulate to all Members.

14. P.A.T TESTING

It was **AGREED** to accept the quotation from UK Safety Management in the sum of £135.00 plus VAT.

15. It was **AGREED** that the office will be closed on Friday 21st June in order that the Clerk and Deputy Clerk are able to attend the funeral of the late Councillor Vera Woodcock MBE and as a mark of respect.

There being no other business the Chairman closed the meeting at 8.34 pm.

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Chairman

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Date