

MINUTES OF THE MEETING OF THE STRATEGY & FINANCE COMMITTEE
HELD ON TUESDAY 27TH AUGUST, 2013 AT 7.00 PM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Chairman – Cllr. D. Airs, Vice-Chairman – Cllr. D. Pritchard,
Cllr. T. Adams, Cllr. T. Bartlett, Cllr. J. Hamilton-Emery,
Cllr. T. Nash, Cllr. M. Saunders and Cllr. G. Smith.

Julie Chance – Town Clerk.

One member of the public was also present at the meeting.

1. MINUTES OF THE MEETING HELD ON 16TH JULY, 2013

The Minutes of the meeting held on 16th July, 2013, having been **AGREED** at Full Council on 29th July 2013, were signed by the Chairman.

2. DECLARATIONS OF INTEREST

Declarations of interest were received from Cllr. T. Bartlett in respect of any Cromer Preservation Society matters.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. C. Plewman.

4. PUBLIC PARTICIPATION

None received.

5. NORTH LODGE PARK

Cllr. Airs reported that a meeting has been arranged to discuss the business plan and the Members will be kept informed of progress.

6. PARISH PLAN

Cllr. Saunders reported that over 1,000 parish plan questionnaires have been returned which is over 25% of households in Cromer. The returns will be analysed shortly but it must be noted that the analysis may not be as detailed as the public expect. They will be analysed for Cromer Town Council purposes only.

A meeting has been arranged and the Members will be kept informed of any progress.

A vote of thanks was noted for Cllr. Bartlett and Cllr. Saunders for all their hard work in this matter.

7. FINANCE

7.1 Monthly Accounts – June 2013:- AGREED.

7.2 Civic Regalia – Velvet Collar:- It was **AGREED** that the Clerk would contact Sandra Shipp and ask whether she can make the velvet collar for £150 maximum budget.

8. CORRESPONDENCE AND OTHER MATTERS

8.1 NNDC – Community Resilience – Norfolk Prepared Week:- It was **AGREED** to place this matter on the Full Council agenda for a representative to attend. It was **AGREED** that the Clerk would invite Richard Cook from NNDC to attend a future meeting to inform the Members of this initiative.

9. DATE OF NEXT MEETING

The date of the next meeting was noted as 15th October, 2013.

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

AGREED

11. PERSONNEL MATTERS

11.1 Personnel Sub-Committee:- This matter will be placed on the next agenda for further discussion. The minutes need to be amended and re-circulated.

11.2 National Salary Scales:- It was noted that the new national salary scales came into effect from 1st April 2013.

12. CEMETERY MAINTENANCE & GENERAL HANDYMAN CONTRACTS

12.1 Cemetery Maintenance Contract:- Four completed specifications have been received. It was **AGREED** that the Clerk would write to all four contractors and enquire what continuity of service they can provide if successful with the contract.

12.2 Handyman Contract:- Two completed specifications were received. It was **AGREED** that the Clerk would write to Cromer & District Independent Funeral Services and inform them that they were successful with the contract. It was **AGREED** that the Clerk would write to the second applicant and inform them of the decision.

There being no other business the Chairman closed the meeting at 7.57 pm.

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Chairman

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Date