

CAISTER ON SEA PARISH COUNCIL

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79 Seafield Road North
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Great Yarmouth
Norfolk NR30 5LG

25th January 2022

Dear Councillor

You are hereby summoned to attend a **FINANCE COMMITTEE MEETING** on **Monday 31st January 2022 at 1900 hrs.** at the Council Hall, Yarmouth Road, Caister

Yours faithfully

E DYBLE

Parish Clerk

AGENDA

- 1** Declaration of Interest
- 2** Apologies for Absence
- 3** Quarterly Reconciliation and Income & Expenditure to 31st December 2021
- 4** Increase in workload Assistant PC due to Transfer ERB. Two hours extra on a Wednesday solely for the purpose of transfers or when not busy Cemetery database.
- 5** Clarification and agreement over exact fee increase Burial Fees (rounded up)
- 6** New Laptop for Asst. Clerk
- 7** **Cllr. K Wood**
 - i)** 3 Display boards for Heritage trail maps, cost depending on which boards we go with from £500 to £800 plus vat per board. The boards to be located at Beach road car park, car park area off High Street and Playing Field
 - ii)** First three plaques for heritage trail £125 per plaque to be sited at Council Hall, Lifeboat Station, Holy Trinity Church
- 8** Purchase of Beacon for Queens Jubilee
- 9** Purchase of Memorial Bench at High Street to replace old broken wooden bench
- 10** **Cllr. R Coe** - expected expenditure to be incurred with 'Operation London Bridge'
- 11** **Items referred from Hall Committee Meeting**
 - i)** Replacement windows x 3 with trickle and opening vents
 - ii)** Installation of a Gas supply to the Council Hall
- 12** Correspondence
- 13** Date of next meeting – Monday 25th April 2022
- 14** Closure of meeting