

**AGENDA OF THE MEETING OF THE FINANCE COMMITTEE TO BE HELD MONDAY 23rd
OCTOBER 2017 At 7pm IN THE MORTIMER ROOM OF THE FEOFFES TOWN HALL,
COLYTON**

Request that those who are recording the meeting declare so and conform to Standing Orders.
Committee – Cllrs C Collier, A Parr, B Collier, C Pady, S Real, R Turner & P Gibbins

1. **Apologies for absence -**
2. **The Minutes of the Finance Committee Meeting held on 25th September 2017 (Appendix M) to be approved**
- 3 **Matters arising from the minutes**
4. **Democratic Period – opportunity for public questions & comments. (Total time 15 minutes, each individual 3 minutes).**
5. **Balanced Accounts for the period 1st April – 30th September 2017.**
6. **Accounts to be presented for payment:**

Cheque #	Payee	Details		VAT	TOTAL
TBN	Miss E Berry	Salary Post Bank Mileage	£769.60 £9.94 £9.45		£788.99
	Mr J Rollings	Salary Fuel Mileage x 0.45p	£816.29 £11.91 £31.5		£859.70
	HMRC	PAYE NI Employee NI Employer	£417.80 £89 £102.35		£609.15
DD	Nest Pension	Employer Employee	£11.21 £8.97		£20.18
	DALC	Conference for two delegates			£50.00
	Colyford Memorial Hall	NP exhibition/ consultation			£39.00
	Mole Avon	Postcrete	£9.50	£1.90	£11.40

- a) 2017/18 Half yearly comparison
- b) Audit for July – September due – Cllr Pady

7. **Fees to be charged in the Finance Year 2018/19:**

Tennis Courts: Currently £7.00 per hour for adults and £3.50 per hour for school children.

Allotments: Present rates are £30.00 for a full plot and £18.00 for a half plot, £14.00 for a quarter plot. Rent notices issued.

Cemetery: 3% increase last year. No payment for a child under16 or stillborn

8. **Rents to be charged in the Financial Year 2018/19**

a) **Stafford Cross:** A new lease has been agreed with Peter Gibbons as a five year business farm tenancy. Rent notice issued

b) **Cleaves Field and Mill Field - 5.43 acres.** Rent is currently £425 p.a.(increased by £25 last year) Rent notice issued.

9. Wages/Salary for the Financial Year 2018/19

Clerk & Maintenance Man (currently £13.80 & £12.52 an hour)

Increased by 2% last year as per SLCC recommendations.

Handyman asks that help is considered in June/July/August – he suggests 8-10 hours a month, along the lines of the previous part time gardener who invoiced CPC monthly with hourly totals.

10 Any Further Matters to be discussed

i) **Churchyard work** - prioritise after contribution of £800 from Colyton PCC.

Estimates for repair to gate £275

Estimate for wall repointing £2840

Tree contractor - £500 in budget for parish work.

Railings to be painted.

ii) Parishes together projects

a) **Bike racks** with Northleigh – project eligible, no objection from EDDC car parks re CPC placing a bike rack in the car park (advice taken from bike shop & Axe Valley Peddlers). Supported by Promote Colyton group.

b) **Leaflet** in conjunction with Seaton – to include map of Colyton/Colyford & possibly discounts vouchers or incentives. Promote Colyton Group supportive and keen to be involved.

iii) Digital Storage – monthly back up.

Clerk request permission to purchase 2 x 64GB USB drives for the monthly back up. Current drives are now full.

Recommendation is Kingston Data Traveller 100 G3 @ £18.79 from BT Business Direct.

Confirmation of amount clerk can spend without authorisation.

iv) **Colyton Social Club** – possible insurance claim for two broken windows (broken in separate incidences)

11 Items received after the agenda published – to be noted

12 Dates of next meetings

Council Meeting - Monday November 13th

Finance & Planning – Monday November 27th