

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD MONDAY 24th JULY 2017 AT 7pm IN THE MORTIMER ROOM OF THE FEOFFEES TOWN HALL, COLYTON

Present: Cllrs K Clifford, C Collier, R Collier, P Gibbins, J Hay, A Jarman, A Parr , R Turner, S Real, G Stephens, R Tattershall, C Pady, Dist Cllr G Godbeer, 1 member of the public, Sue Southwell and E Berry (Clerk).

Request that those who are recording declare so and conform to standing orders.

F17/07/24 Apologies for absence

F17/07/25 Housing Needs Survey presentation

Sue Southwell, a rural housing enabler from Devon Communities Together introduced herself and the Housing needs survey procedure, In view of the sale of the CeramTech site and the fact that the last Housing Needs Survey was five year ago it seems prudent to do another survey this autumn with the Neighbourhood Plan playing an important part in the exercise. She explained the procedure and showed an example of the questionnaire, and its three sections, which can be customised to Colyton's needs. All information goes directly to the Community Council to maintain data security and from the returned questionnaires a report will be written and presented to the Parish Council. She explained the benefit of such a survey which keeps the community informed, gets them engaged with the development process by being involved in the survey, and hopefully reduces the anxiety and opposition to a development by laying out the community's needs to future developers and the District Council. The cost to the Parish Council would be £700.

There was a brief Q&A sessions with Councillors clarifying some of the points in the presentation and Cllr Collier thanked Sue for her time.

F17/07/26 The Minutes of the Finance Committee Meeting held on 26th June 2017 (Appendix F) were signed and approved as being a true record of that meeting.

F17/07/27 Matters arising from the minutes

- a) Reece Strawbridge Centre Insurance – received but CPC is not recorded as an interested party, as required for the lease. The meeting was suspended whilst the Chairman of the Reece Strawbridge Centre said that he was told that a cost would be incurred by them to add the CPC onto the Schedule.

An administrative enquiry to the insurance agent, who is one the CPC has insured with in the past, by the clerk stated that there would be no charge to amend that schedule. The RSC Chairman will investigate and get back to the CPC.

- b) Parishes Together with Axminster – Christmas Lights.

An email was read out which explained that Axminster Town Council would 'match fund' Colyton's contribution. There was some discussion on the current situation which is funded by the Carnival Committee with an option to buy the lights after the contract period ends. Cllr Real proposed that Colyton Parish Council does not go into a Parishes Together partnership with Axminster Town Council as the need is not required at the moment and there would be limited benefit to Colyton to do so, seconded by Cllr Gibbins and agreed by all.

F17/07/28 Democratic Period – opportunity for public questions & comments - none

F17/07/29 Balanced Accounts for the period 1st – 30th June 2017 – noted

F17/07/30 Accounts to be presented for payment - Payment proposed by Cllr real, seconded by Cllr Turner and agreed by all.

3898 Cllrs Collier declared an interest as this is their son.

3893	Miss E Berry	Salary	£769.60		
		Post	£13.40		£791.10
		Bank Mileage 18 miles	£8.10		
3894	Mr J Rollings	Salary	£816.29		
		Fuel	5.70		
		Mileage 134 x 0.45	31.95		£853.94

3895	HMRC	PAYE NI Employee NI Employer	£417.80 £89.00 £102.35		£609.15
DD	Nest Pension	Employer contribution Employee contribution	£11.21 £8.97		£ 20.18
3896	Bradfords	Timber for fence	£32.14	£6.43	£38.58
3897	P A Weston	Neighbourhood Planning Support.	4 days @ £450		£1800
~3898	Mr R Collier	Cemetery contract 1 st April - 30th June	£1490		£1490
3899	PJ & AJ Pearce	Ditch & Drainage – Northleigh - PT Funding	£650	£130	£780
3900	MNR Mowers	Wheel for Mower and new pinions	£25.87	£5.18	£31.05
3901	Mr A Wilkinson	Map for planning PMPF DAA pole/light	£21.00	£4.20	£25.20
3902	EDDC Planning	Application fee for PMPF DAA pole/light.			£97.50

- a) Housing Needs Survey presentation – Cllr Parr proposed the Housing Needs Survey takes place at a cost to CPC of £700, seconded by Cllr Turner and agreed by all.
- b) Councillor Vacancy advert – Advertised in ‘View from’ newspaper and social media
- c) Internal auditors for the year – Cllrs K Clifford, C Pady, A Parr and J Hay.
- d) *Parish Clerk updated Councillors and community on the progress of the Night Landing appeal – currently £2200.

F17/07/31 Dates of next meetings

CPC Meeting – Monday August 14th

Finance & Planning – Monday August 21st

The meeting closed at 7.38pm