

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD MONDAY 23<sup>rd</sup> MAY 2016 At 7pm IN THE MORTIMER ROOM OF THE FEOFFES TOWN HALL, COLYTON**

**Present** – Cllrs C Collier, A Parr, B Collier, C Pady, S Real, H Evans P Dean, R Turner, K Clifford, J Hay, A Jarman, G Stephens, P Gibbins, Dist Cllr G Godbeer & E Berry (Clerk).

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

**F16/05/01 Election of Chair & Vice Chair**

Cllr Real nominated Cllr C Collier as Chair, seconded by Cllr Pady. There were no other nominations and Cllr C Collier was elected as Chair.

Cllr B Collier proposed Cllr Turner as Vice Chair, seconded by Cllr Gibbins. There were no other nominations and Cllr Turner was elected as Vice Chair.

**F16/05/02 Apologies for absence - none**

**F16/05/03 The Minutes of the Finance Committee Meeting held on 25<sup>th</sup> April 2016 (Appendix A) were approved and signed as being a true record of that meeting.**

**F16/05/04 Matters arising from the minutes - none**

**F16/05/05 Democratic Period** – maximum 15 minutes  
Opportunity for public questions & comments. None present.

**F16/05/06 Balanced Accounts for the period 1st – 30<sup>th</sup> April 2016 - noted**

**F16/05/07 Accounts to be presented for payment – payment proposed by Cllr Real seconded by Cllr Gibbins and agreed by all.**

3724	Miss E Berry	Salary Post	£758.35 £6.60		<b>£764.95</b>
3725	Mr J Rollings	Salary Goods Mileage	£804.39 £9.00 £22.05		<b>£835.44</b>
3726	HMRC	PAYE NI Employee NI Employer	£412.20 £86.03 £97.84		<b>£596.07</b>
3727	Viridor	Waste Management April	£110.80	£22.16	<b>£132.96</b>
3728	Musbury Garage	Fuel	£8.88	£1.77	<b>£10.65</b>

- List of internal auditors for the year – Cllrs Evans, Parr, Gibbins, B Collier (Cllr Real as reserve).
- Audit paperwork – result of external audit by Hammett Associates – correction on Asset Register figures for new play equipment, acceptance proposed by Cllr Real seconded by Cllr Parr and agreed by all.
- Opportunity to use the services of up to 50 volunteers from SWW – opportunity passed, clerk request authority to act on behalf of the council should a situation like this arise again. Council agreed the clerk could place a bid for the volunteer services in the future if anything like this came up again
- Devon Emergency Flood Resilience Fund – Cllr Pady will find the information required.
- Defibrillator funding (deferred from 9/5/16) County Cllr Sara Randall Johnson has kindly agreed to fund up to £500 as long as CPC puts in something. Cllr Gibbins proposed that £250 is offered to both Colyton & Colyford with £100 to each added from CPC making a total of £700 (If Colyford requires the donation), seconded by Cllr Evans and agreed by all. *Clerk to contact Colyford Hall Secretary,*
- Flashing speed indicator at Colyford (deferred from 9/5/16), letter from Speed Watch co-ordinator.

Some confusion over what sort of indicator, mobile to be shared with others or a fixed one. Clerk to confirm with County Councillors/Highways.

- g) Letter from Musbury Garage re minimum spend – noted. John will be asked if he is happy to pay for the fuel and claim it back.
- h) John Rollings requests Tuesday 31<sup>st</sup> May as annual leave as well as 1 week from August 15<sup>th</sup> – 19<sup>th</sup> and September 12<sup>th</sup> – 16<sup>th</sup>. Approved.

**F16/05/08 Anything brought to the Chairs attention after the agenda published.**

- a) Date for tarmac – 6<sup>th</sup> or 13<sup>th</sup> June. Richard Dare prefers the 6<sup>th</sup> as equipment can be onsite and preparation done a few days before. John has sprayed the weed and will try to get another spraying in.
- b) RSC Treasure request to see successful tarmac quote. Cllr Parr proposed all the quotes are shown, seconded by Cllr Gibbins and agreed by all.
- c) Cllr Turner proposed that the CPC make a contribution towards the work done by Peter Gibbins in clearing the ditches at the top of the P/Fields. Seconded by Cllr Parr and agreed.
- d) Cllr Jarman commented on the need for the area around some of the benches in the parish to be trimmed – John informed.

**F16/05/09 Dates of next meetings**

CPC Meeting - Monday 13<sup>th</sup> June 2016  
Finance & Planning – Monday 27<sup>th</sup> June 2016

Meeting closed at 1930