

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD MONDAY 24<sup>th</sup>  
OCTOBER 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, P Dean, H Evans R Turner, J Hay, G Stephens, P Gibbins, K Clifford, Dist Cllr G Godbeer, 3 members of the public (for part of the meeting) and E Berry (clerk)

**F16/10/50 Apologies for absence - C Pady**

**F16/10/51 The Minutes of the Finance Committee Meeting held on 26th September 2016 (Appendix L ) were signed and approved as being a true record of that meeting.**

**F16/10/52 There were no matters arising from the minutes**

**F16/10/53 Democratic Period** – opportunity for public questions & comments. (Total time 15 minutes, each individual 3 minutes).

Brian Norris gave a brief introduction to the Memory Lane project and explained how the initiative will be used by health professionals to act as a memory tool for those suffering from dementia. The Trust will be registered as a Charitable Incorporated Foundation with the Charities Commission. Until that is done they are unable to receive money from the County Cllrs Locality budget, hence the request to be discussed later in the meeting.

David Page apologised but asked if he could comment on the lack of action on Neighbourhood plan as he has a child caring commitment in 30 minutes. He had volunteered to be on the Colyton Committee and had sent several emails to the NP Chairman but had no response. He hopes that something would happen soon and the process get back on track as he feels it is otherwise an opportunity missed.

Dist Cllr Godbeer added his support to The memory Lane initiative stating that it would be wholly appropriate for the Parish Council to hold funds until the charity status is confirmed. He felt the whole project was worthwhile and interesting as dementia was something that touched so many people.

**F16/10/54 Balanced Accounts for the period 1st April – 30th September 2016 - noted**

**F16/10/55 Accounts to be presented for payment:** Payment approval proposed by Cllr Gibbins, seconded by Cllr Real and agreed by all.

3776	Miss E Berry	Salary Post Bank Mileage 6 x 0.45 Stationery & key for tennis courts	£755.25 £6.60 £2.70 £9.10		<b>£773.65</b>
3777	Mr J Rollings	Salary Mileage 78 x 0.45 Fuel	£800.76 £34.10 £11.30		<b>£847.16</b>
3778	HMRC	Tax £410.20 NI Employee £86.03 NI Employer £97.84			<b>£594.07</b>

DD	NEST	Pension Contributions	Employees	Employer	
			£8.72	£10.90	<b>£19.62</b>
3779	Viridor	Waste Management	£110.80	£22.16	<b>£132.96</b>
3780	Bradfords	Woodstain	£13.40	£2.68	<b>£16.08</b>
3781	EDDC	Rates Cemetery Council Store/Yard PMPF Pavilion	£665 £399 £799		<b>£1863</b>
3782	DALC	Attendance at AGM for Cllrs Collier & Hay			<b>£40.00</b>

- a) VAT return (July – Sept) successfully submitted
- b) July/August/September – half yearly comparison - noted
- c) Audit for July – September due – Cllr A Parr.
- d) Remembrance Service 13<sup>th</sup> November – numbers to the Church warden - 15
- e) Tennis Courts
  - i) Annual Returns from Tennis Courts.

2008 – 2009	£717.62
2009 – 2010	£907.01
2010 – 2011	£958.11
2011 – 2012	£884.00
2012 – 2013	£511.73
2013 – 2014	£309.17
2015 – 2016	£150.16
2016 – to date	£153.34

- ii) Request from Chris Eastwood (Tennis coach) for new nets - 2 Slazenger club nets @ £59.99 plus VAT and delivery at £4.99  
Cllr Parr proposed that the purchase be delayed for a year (2017/18 budget), this was seconded by Cllr Evans and agreed by all. The Clerk will write to Mr Eastwood.
- f) Clerk request approval to pay rates by Direct Debit - approved
- g) Seaton Town Council confirmed their dog warden is not available for Colyton.  
The Clerk will look at alternatives – EDDC warden or volunteers and put a piece in the Parish Magazine.
- h) PMPF Firework display and bonfire – Saturday 5<sup>th</sup> November.
- i) Request for a slimline water butt and stand to water Mr Bakers garden. EDDC (John Moss – Estates) have no objection to it being attached to one of their downpipes at the flats. Cost £27.73 delivered. Cllr Real proposed the water butt is purchased, seconded by Cllr Turner and agreed by all.
- j) John request December 28/29/30<sup>th</sup> off - approved
- k) Clerk requests Friday 4<sup>th</sup> & 11<sup>th</sup> November as annual leave - approved

**F16/10/56. Fees to be charged in the Finance Year 2017/18:**

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

Cllr Real proposed the rate is left the same, seconded by Cllr Evans and agreed by all.

**Allotments:** Present rates are £30.00 for a full plot and £18.00 for a half plot, £14.00 for a quarter plot – prices were increased last year.

Cllr Gibbins proposed the rate is left the same, seconded by Cllr Real and agreed by all.

**Cemetery:** 5% increase last year

The Clerk had provided a comparison between Axminster, Seaton & Sidmouth.

Cllr Parr proposed that there be no payment for a child under 1 month or stillborn and a child under 16 and that all the other rates increase by 3%, this was seconded by Cllr Gibbins. There was no other proposal and it was agreed on a majority vote.

**16/10/57      Rents to be charged in the Financial Year 2017/18**

a)      **Stafford Cross:** A new lease has been agreed with Peter Gibbons as a five year business farm tenancy so no change is proposed.

b)      **Cleeves Field and Mill Field:-** 5.43 acres. Rent is currently £400 p.a.( increased last year)  
Cllr Collier left the room.

Cllr Real proposed that the rate be increased by the same as last year - £25 to £425, seconded by Cllr Parr and agreed by a majority vote.

**16/10/58.      Wages/Salary/Leave entitlement for the Financial Year 2017/18**

Clerk & Maintenance Man (currently £13.53 & £12.28 an hour)

Increased by 2% last year as per SLCC recommendations.

SLCC recommended annual leave entitlement rising to 25 days after 5 years of service. Clerk leave increased by 2 days last year (23) with a promise to review this time around.

The clerk left the room.

Cllr Real proposed a salary increase of 2% for both positions, seconded by Cllr Gibbins and agreed by all.

Cllr Evans proposed that the Clerks holiday entitlement is increased by 1 day to 24, seconded by Cllr Gibbins and agreed by all.

**16/10/59.      Social Club**

Leaking roof. Email from Mr List asking if CPC Buildings insurance would cover the cost of repair?  
Clerk to write to Social Club and say that our insurance would only cover storm damage not wear & tear or maintenance issues.

**16/10/60.      Memory Lane Foundation**

This locally run initiative is acquiring charity status and applying for Locality Budget funding to promote the work they are doing and distribute their Living Memories' DVD's and Reminiscence Guides.

Suggestion from Ali Eastland that CPC 'hold' their funding until they are registered as a charity, this would mean they would not miss out on this year's funding (they cannot be given it directly as they are not yet a charity).

Councillors agreed unanimously to support this initiative and 'hold' their grant from the local councillors.

**16/10/61      Any Further Matters to be discussed**

a) Colyford playpark – update.

Quotes being received. A meeting is planned for 18<sup>th</sup> November for the parents and children to make a decision. The S106 officers will be invited.

b) Library update – still awaiting something from Library's Unlimited. Mark Mann believes a survey of the building was recently done the FOL will try to get details.

**16/10/62 Items received after the agenda published – to be noted**

- i) PMPF – Committee wish to replace gang mowers, cost to be advised. Request for financial assistance.  
This year's Firework display & bonfire will go towards this cost – councillors encouraged to attend.
- ii) Copy of email from local resident to Mike Brown/Cty Cllr Randall Johnson re double yellow lines.
- iii) Notice that business rates are changing from 1/4/17. Online review of our draft rateable values.
- iv) Parish Magazine committee request a brief update of CPC issues each month for publication.
- v) Reply from Bank – read out.

**Dates of next meetings**

Council Meeting - Monday November 14th

Finance & Planning – Monday November 28th

The meeting closed at 7.55pm.