

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD MONDAY 23rd
OCTOBER 2017 At 7pm IN THE MORTIMER ROOM OF THE FEOFFEES TOWN HALL,
COLYTON**

Request that those who are recording the meeting declare so and conform to Standing Orders.

Present – Cllrs C Collier, A Parr, B Collier, C Pady, S Real, R Turner, J Hay, R Tattershall, K Clifford, Gibbins, Dist Cllr G Godbeer and 1 member of the public.

F17/10/47 **Apologies for absence - none**

F17/10/48 **The Minutes of the Finance Committee Meeting held on 25th September 2017 (Appendix M) were approved and signed as being a true record of that meeting.**

F17/10/48 **Matters arising from the minutes - none**

F17/10/49 **Democratic Period** – opportunity for public questions & comments. (Total time 15 minutes, each individual 3 minutes). None.

F17/10/50 **Balanced Accounts for the period 1st April – 30th September 2017 - noted**

F17/10/51 **Accounts to be presented for payment:** payment proposed by Cllr Gibbins, seconded by Cllr Real and agreed by all.

Cheque #	Payee	Details		VAT	TOTAL
3934	Miss E Berry	Salary Post Bank Mileage	£769.60 £9.94 £9.45		£788.99
3935	Mr J Rollings	Salary Fuel Mileage x 0.45p	£816.29 £11.91 £31.5		£859.70
3936	HMRC	PAYE NI Employee NI Employer	£417.80 £89 £102.35		£609.15
DD	Nest Pension	Employer Employee	£11.21 £8.97		£20.18
3937	Colyford Memorial Hall	Hire for NP Consultation			£39.00
3938	DALC	Conference for two delegates			£50.00
3939	Mole Avon	Postcrete	£9.50	£1.90	£11.40
*3940	Colyton Thursday Club	Hall Hire - NP			£15
*3941	Royal British Legion	Poppy Wreath			£18.50

a) 2017/18 Half yearly comparison - noted

b) Audit for July – September due – Cllr Pady – Thursday 26th October.

F17/10/52 **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. Agreed to keep the same.

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. Deferred to November CPC meeting where Clerk will present comparisons with other allotments locally.

Cemetery: 3% increase last year. No payment for a child under 16 or stillborn

Cllr Turner proposed that the charges subject to an age restriction of 16 be increased to 18, seconded by Cllr Real and agreed by all.

Cllr Real proposed that the interment cost rise to £350, seconded by Cllr Parr. Cllr Pady proposed a rise to £325, seconded by Cllr Gibbins. This was voted on and received 2 votes. The first proposal was voted on and received 4 votes so was carried.

Cllr Parr proposed that the Exclusive Rights of burial for a standard plot rises to £585, seconded by Cllr Gibbins and agreed by all.

F17/10/53 Rents to be charged in the Financial Year 2018/19

a) **Stafford Cross:** A lease is in place with Peter Gibbons as a five year business farm tenancy. Rent notice issued

b) **Cleeves Field and Mill Field** - 5.43 acres. Rent is currently £425 p.a. (increased by £25 last year) Rent notice issued. Cllrs Collier declared an interest and left the room. Part of Cleeves field will be taken back to extend the cemetery so Cllr Pady proposed the rent remains £425 p.a. seconded by Cllr Real and agreed by all.

F17/10/54 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. The Clerk left the room.

Cllr Pady proposed an increase of 2%, seconded by Cllr Parr and agreed.

Handyman asks that help is considered in June/July/August.

Cllr Real propose a total of 60 hours over the growing season at a rate of £10/hour. The Parish Council to be invoiced for the work. Seconded by Cllr Pady and agreed by all. Some additional areas to be trimmed will be added, this includes the verges outside the Playing field,

F17/10/55 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.
 Cllr Real proposed the work on the gate is the first job, seconded by Cllr Parr and agreed by all. Cllr Turner proposed the church wall is patched and repaired where necessary with Cllr Parr meeting the contractor at a site visit, seconded by Cllr Real and agreed by all.

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. Cllr Real proposed this project, seconded by Cllr Parr and agreed by all.
- 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. CPC agreed this in principal but Seaton needs to come up with some more details, the Clerk will chase.

iii) Digital Storage – monthly back up.

- a) 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. Cllr Pady proposed this is bought, seconded by Cllr Real and agreed by all.

- b) Confirmation of cash amount clerk can spend without authorisation - £20

- iv) **Colyton Social Club** – possible insurance claim for two broken windows (broken in separate incidences) As each incident would occur an excess of £100 and the repair had already been done the parish council felt it was not viable to claim on the insurance however as a gesture of goodwill Cllr Real proposed a payment of £50, seconded by Cllr Pady and agreed.

- v) **Remembrance Service – 12th November** – numbers please - 11

F17/10/56 **Items received after the agenda published – to be noted - none**

F17/10/57 **Dates of next meetings**

Council Meeting - Monday November 13th

Finance & Planning – Monday November 27th

The meeting closed at 7.50pm.