

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE
HELD VIA ZOOM ON MONDAY 22nd FEBRUARY 2021 AT 7pm

Request that those who are recording declare so and conform to standing orders and GDPR legislation (states the public entitled to anonymity so need to know if meetings are being recorded to exercise that right).

Present – Cllrs: A Parr, R Watts, P Arnott, E Jones, H West, S Real, C Pady, C Denny, K Clifford and J Gardiner.
Also: I.Haines (Clerk)

Members of the Public: 6

The Meeting is also be available on YouTube via: <http://bit.ly/ColytonPC> (Please note you will not be able to participate in the meeting on this channel)

F21/02/31	Apologies for absence - None
F21/02/32	The Minutes of the Finance Committee Meeting held on 25th January 2021 (Appendix V) to be approved – Proposed to accept minutes by Cllr Jones Seconded by Cllr West Unanimously approved, Cllr Gardiner was not available for the vote.
F21/02/33	Matters arising from the minutes - None
F21/02/34	Declarations of interest - None
F21/02/35	Democratic Period – opportunity for public questions & comments - None
F21/02/36	Balanced Accounts for the period 1st – 31st January 2021

Accounts to be presented for payment:

BACS, Mrs S Haines Salary 628.18 Pounds, Keeping in Touch days 4 day, 218.41 Pounds, Minus Pension Contribution 45.00 Pounds **Total Pay 801.59 Pounds**

BACS, Mr J Rollings, Salary 889.81 Pounds, Mileage 69 Miles 31.05 Pounds, Minus Pension Contribution 80.00 Pounds, **Total Pay 840.86 Pounds**

BACS, Mr I Haines, Salary (25th Jan-18th Feb) 466.40 Pounds, First Aid Supplies Net 32.64 Pounds, VAT 6.52 Pounds, PPE for Workshop, Net 15.84 Pounds, VAT 3.16 Pounds, **Total Pay 524.59 Pounds**

DD, Nest Pension, Employer Contribution 29.53 Pounds, Employee Contribution 125.00 Pounds, **Total 154.53 Pounds**

BACS, D-Jex Elec, Electrical inspection on Rosemary Lane Workshop **Total 80.00 Pounds**

BACS, Halcyon, January Ground Maintenance, Net 501.66 Pounds, VAT 100.33 Pounds, **Total 601.99 Pounds**

BACS, Martin Diplock, Rebuild assessment cost – Social Club, Net 250.00 Pounds, VAT 50.00 Pounds, **Total 300.00 Pounds**

BACS, Archant, Handy Person Advert, Net 319.50 Pounds, VAT 63.90 Pounds, **Total 383.40 Pounds**

*KIT = Keeping In Touch day.

Cllr West proposed authorising payment, seconded by Cllr Pady, Unanimously approved, Cllr Gardiner had returned for this vote.

- a) HMRC owe PC £106.27 in February due to Recovery of SMP
- b) Notification received of balance and interest on the Cambridge Building Society account. Gross interest up to 31st Dec 2021 £60.04 balance is now £15643.65.

- c) Confirmation that the internal audit and check on I Haines have both been completed by Cllr West. – Cllr Watts sent his thanks to Cllr West for completing.
- d) Quote of £70 to complete electrical works highlighted during electrical inspection of Rosemary Lane workshop. – Cllr Real proposed authorising works, seconded by Cllr Clifford. Unanimously Approved.
- e) Quotation from Cliff Marriott for Garden works. Cllr West confirmed in his calculation the cost would be £645 for 2021. Cllr Watts confirmed that he was aware there has been interest in making St. Andrew garden a sensory garden. Cllr West stated that the quote is to clear up the gardens and there would be nothing stopping St. Andrew garden being turn into a sensory garden at a later date, if the quote is accepted. Cllr Real proposed accepting the quotation, seconded by Cllr Clifford. Unanimously approved.
- f) Decision on cemetery charge for the late Mr Ryton – former Colyton resident – Cllr Real requested to know how long the deceased was a resident of Colyton for and how long ago had he left Colyton. Clerk confirmed the deceased was a resident for 7 to 8 years but did not know how long ago this was. Cllr Watts stated he believed that it was 3 years ago and asked the clerk to confirm the deceased widow is now living in Colyton again, the clerk confirmed this was true. Cllr Jones proposed to accept the council do not impose the double fee for non-resident, seconded by Cllr Pady. 9 For with 1 abstention and 0 against. Proposal passed.

F21/02/37 Cemetery Fees – Cllr Watts confirm the cost for unattended cremation at East Devon Crematorium is £550, whereas the nearest equivalent to Colyton cemetery is interment and would cost £385. Cllr Parr proposed a 4% increase on all fees barring child interment, Seconded by Cllr Real. Unanimously approved. Cllr Real requested the Clerk had the opportunity to round the increase by the near pound. Cllr Watts agreed.

F21/02/38 Social Club Rebuild assessment – Insurance – Cllr Watts proposed the council go back to the original insurers and ask them to reassess the settlement based on the new valuation the council has obtained and ask the new insurers for the price for uplifting the premium based on the new valuation from Martin Diplock, seconded by Cllr West. Unanimously approved.

F21/02/39 Revaluation of Parish Council Property – Rebuild cost assessment

- a) Cemetery Rest House
- b) The Peace Memorial Playing Field Pavilion
- c) Rosemary Lane Store (Workshop)
- d) Library

Cllr Watts ask the council in the event of the total loss of the Rest house would the council be minded to reinstate it. Cllr Parr state that they would not and added he did not believe the Rosemary lane store needed valuating either. Cllr Gardiner ask if the rest house was a listed building, Cllr Denny confirmed he would check and let the council know. Cllr West asked if the building that stores the carnival committee equipment in the Rosemary lane yard is insured, Cllr Real said he believes the store and contents is insured by the Carnival committee but he cannot be certain and that Caroline Collier would be the person to ask. Cllr Watts ask the clerk to check that the building that stores the carnival committee equipment in the Rosemary lane yard is insured by the Carnival Committee and ask for documentation on uses of land between CPC and Carnival Committee. Cllr Parr proposed to use Martin Diplock to do the assessment on the Library and Peace Memorial Playing Field Committee, seconded by Cllr West. Unanimously approved.

F21/02/40 Items received after the agenda published – to be noted – Cllr Parr request the handyman leaving present be added to the next parish council meeting.

F21/02/41 Dates of next meetings

CPC Full Meeting – Monday 8th March

Finance & Planning – Monday 22nd March

Meeting concluded at 19:36