

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD MONDAY JULY 22nd at 7pm IN THE MORTIMER ROOM OF THE FEOFFES TOWN HALL, COLYTON

Present – Cllrs R Turner (Chair), A Parr, P Arnott, E Jones, H West, K Clifford, J Gardiner, J Hay, A Jarman, 2 members of the public and E Berry (Clerk).

F19/07/43 Apologies for absence – Cllr S Real, C Pady (prior commitment)

F19/07/44 The Minutes of the Finance Committee Meeting held on 24th June 2019 (Appendix E) were approved and signed as being a true record of that meeting.

F19/07/45 There were no Matters arising from the minutes

F19/07/46 There were Declaration of Interests.

F19/07/47 Democratic Period – opportunity for public questions & comments - none

F19/07/48 Balanced Accounts for the period 1st – 30th June 2019 - noted

F19/07/49 Cllr West proposed the accounts be presented for payment, seconded by Cllr Arnott & agreed by all.

BACS	Miss E Berry	Salary minus pension + 3 hrs Mileage 6 x 0.45 Post – registered letter to Mr Board	£841.44 £2.70 £1.90		£846.04
BACS	Mr J Rollings	Salary minus pension Mileage 53 x 0.45 Fuel Plumbing Supplies Hex bolts/Nuts	777.91 23.85 12.88 29.80 1.68		£846.12
4252	HMRC	PAYE NI Employee NI Employer	£449 £99.83 £114.81		£663.64
DD	Nest Pension	Employee contribution Employer contribution	£101.77 £34.79		£136.56
BACS	AM Wed Design	Quarterly bill for maintaining web site & information			£84.00
4251	Goddard Excavations	Colyton Hill Flood Diversion Project	£386	£77.20	£463.20
BACS	Colyton Link Service	Donations for document signings & family record photocopying			£80
BACS	CommuniCorp	Freedom Scroll	£73.80	£14.76	£88.56
BACS	Office Depot	Paper A4 Pads A4 Notebook	13.45 9.34 2.07 24.86	4.97	£29.83
BACS	Adrian Jenkins	Locum Clerk, Mileage & Car parking			£153.30
BACS	Dolphin House Gallery Mr R Laughton	Mounting & Framing of scroll			£24.87

- VAT return successfully submitted
- Cllr Turner now a signatory on the Lloyds account
- Clerk request two hours TiL tomorrow from 0930 – 1130 to attend an interview - approved

F19/07/50 Verge cutting quotes

Cllr Parr was thanked for cutting the verges in Colyford.

Three local contractors had been approached, two no longer offer this as a service due to rising insurance costs. The only quote received for the two cuts a year to the specified areas at a cost of £396 plus VAT. Cllr West proposed this quote be accepted, seconded by Cllr Jones. It was agreed that the second cut be done before the Colyford Goose Fayre (Saturday 28th September).

F19/07/51 Churchyard wall quotes

Three contractors had been approached, two had quoted.

1. £350
2. £700 plus VAT

Cllr Parr proposed the first quote be accepted, seconded by Cllr Gardiner and agreed by all

F19/07/52 Cemetery Trailer

The two agents who the Clerk had contacted both have trailers advertised that could do the job required and Cllr Parr proposed that Cllr Hay take a look at what may be on offer, seconded by Cllr Clifford and agreed by all.

Cllr West is still trying to arrange a skip but his contact is on holiday.

F19/07/53 Replacement Clerk

The applicant that was to be interviewed called off and the role has been re-advertised with a closing date of August 2nd. Some discussion took place over the limited options available if a replacement wasn't in post prior to Liz leaving (September 3rd). The consensus was to wait and see what application we get but in the meantime Liz would ask Adrian who had acted as locum if he would be available to cover any shortfall?

F19/07/54 Dates for S106 Officers to meet with CPC to discuss play/sports projects & funding The email will be resent to Councillors to choose a date from those on offer that they could attend.

F19/07/55 Anything brought to the Chairs attention after the agenda published to be noted

a) Request from Clerk CPC uses a company to remove archive paperwork no longer required and in such a quantity as too much for weekly recycling – noted but a local solution may be better.

F19/07/56 Dates of next meeting

August CPC – Monday August 12th

August -Finance & Planning –Tuesday August 27th

The meeting closed at 8.30