

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD MONDAY 22nd OCTOBER 2018 At 7pm IN THE MORTIMER ROOM OF THE FEOFFES TOWN HALL, COLYTON

Present – Cllrs C Collier, A Parr, B Collier, C Pady, S Real, R Turner, E Jones, P Gibbins also Cllrs R Watts, J Hay, B Norris, K Clifford, Dist Cllr G Godbeer and 2 members of the public and the Clerk (E Berry).

18/10/64 Apologies for absence - none

18/10/65 The Minutes of the Finance Committee Meeting held on 24th September 2018 (Appendix K) were approved and signed as being a true record of that meeting,

18/10/66 There were no Matters arising from the minutes

18/10/67 Democratic Period – opportunity for public questions & comments. (Total time 15 minutes, each individual 3 minutes) – no speakers

18/10/68 Balanced Accounts for the period 1st April – 30th September 2018 and 6 monthly comparison of expenditure to the budget - noted

18/10/69 Accounts to be presented for payment: Cllr Pady proposed these be paid, seconded by Cllr Parr and agreed by all.

Cheque #	Payee	Details		VAT	TOTAL
4146	Miss E Berry	Salary Post Bank Mileage Bin Bags & Receipt books	£778.31 £13.92 £12.60 £9.65		£814.48
4147	Mr J Rollings	Salary Fuel Mileage x 0.45p Mower Parts	£830.07 £6.55 £39.60 £2.40		£878.62
4148	HMRC	PAYE NI Employee NI Employer	£418.20 £88.62 £101.91		£608.73
DD	Nest Pension	Employer Employee	£22.72 £27.28		£50
4149	EDDC Rates	Pavilion Council Yard Cemetery	£792 £474 £789		£2055
4150	Infotone	Toner	£16.95	£3.39	£20.34
4151	Viridor	Waste Management	£119.73	£23.95	£143.68
4152	Colyton PCC	Printing for NP Consultation			£20
4153	Kingfisher Direct (The Bin Shop)	Bin for PMPF Carriage	£59.99 £10.50	£14.10	£84.59
4154	Bradfords Building Supplies	Postcrete for repairs to gate post at Road green	£5.39	£1.08	£6.47
4155	Royal British Legion Poppy Appeal	CPC Wreath of Remembrance			£18
4156	Colyton Christmas	Donation – in			£1000

	Lights	budget min ref 18/01/79b			
--	--------	-----------------------------	--	--	--

- a) Audit for July – September due – Cllr E Jones – scheduled for Thursday 25th
- b) VAT return (June – September) successfully submitted.
- c) New RSYC Treasurer has details of our concerns re the accounts and will respond after talking to RSYC Chair. An explanation of the Profit and Loss accounting system has been received which still leaves Councillors confused as a monetary sum of £5000 was never received from the Feoffees, just the loan waived. Cllr Real proposed the accounts be accepted by CPC as, whilst still unsure about the accounting practice, is unwilling to pay unknown accounting costs to verify the explanation, seconded by Cllr Turner and agreed by all.
- d) Asset register amended to include new fencing & Insurers made aware. Updated schedule received, no additional premium required.

18/10/70 Fees to be charged in the Finance Year 2019/20:

Tennis Courts: Currently £7.00 per hour for adults and £3.50 per hour for school children – no change last year.

Cllr Pady proposed £6 for adults and £2 for children under primary school age, there was no seconder and the proposal was withdrawn.

Cllr Gibbins proposed the fees be amended from April 2019 to £5/hr for adults and £1/hr for children under 16, seconded by Cllr Real and agreed by all.

Allotments: Present rates are £32.00 for a full plot and £20.00 for a half plot, £14.00 for a quarter plot. Rent notices issued and money is trickling in. (Rate changes for full and half last year).

Cllr Real proposed that the allotment charges be left as they are, seconded by Cllr Turner and agreed by all. Plot vacancies are being advertised on social media and the Coly Times.

Cemetery: Charges increased last year for Interment & Exclusive rights.

There was some discussion about the doubling of fees if the applicant was a non-resident and it was reiterated that each application for burial which could be subject to doubling of fees would be taken on its merits by the Council.

Fees for a person over 16 – Cllr Real proposed this rises to £400 but there was no seconder and the proposal was withdrawn. Cllr Pady proposed £374, seconded by Cllr Parr and agreed by all except Cllr Gibbins who voted against.

EROB – Burial – Cllr Pady proposed £600 but the motion was not seconded and fell. Cllr Real proposed £620, seconded by Cllr Jones and agreed by all except Cllr Gibbins who voted against. Cremation and Memorial costs will remain the same as the current rate.

18/10/71 Rents to be charged in the Financial Year 2019/20

a) **Stafford Cross:** Lease agreed with Peter Gibbons as a five year business farm tenancy. Rent notice issued and paid. Lease expires 28th September 2020

b) **Cllrs B & C Collier declare an interest and left the room.**

Cleaves Field and Mill Field - 5.43 acres. Rent is currently £425 p.a.(no increase last year) Rent notice issued and paid. Cllr Real proposed the rent is left the same, seconded by Cllr Pady and agreed by all.

18/10/71 Wages/Salary for the Financial Year 2019/20

The Clerk left the room.

Clerk & Maintenance Man (currently £14.06 & £12.77 an hour)

Increased by 2% last year as per SLCC recommendations.

Cllr Pady proposed a 2% increase for both, seconded by Cllr Jones and agreed by all.

The subject of accrued time in lieu was discussed and Cllr Parr proposed that any additional hours worked are paid at the end of the month they are accrued in, seconded by Cllr Pady and agreed by all.

To use the hours accrued the Clerk asked to take Fridays off until that time is used up (subject to there being nothing of urgency that needs her attention).

18/10/72 Any Further Matters to be discussed

- i) **P3 contract for footpath maintenance expires March 2019**
Clerk to start process of advertising for tenders.
- ii) **Churchyard work still outstanding** - Wall to be repointed & Railings to be painted.
Cllr Parr to check with Church Fabric Committee and the Gentleman Builder who had initially quoted,
- iii) **Remembrance Service – 11th November** – numbers please - 16
- iv) **Tenders for Cemetery paths.**
Three had been received but it turned out the third was a duplicate of one of the others. Prices were read out and Cllr Real proposed that RB Lawrence at a cost of £2218 be accepted, seconded by Cllr Pady and agreed by all.
- v) **Clerks time in lieu accrurement and ability to use that time - see 18/10/71**

18/10/73 Items received after the agenda published – to be noted - none

18/10/74 Dates of next meetings

Council Meeting - Monday November 12th
Finance & Planning – Monday November 26th

The meeting closed at 7.45pm