

**MINUTES FOR THE FINANCE COMMITTEE MEETING**  
**HELD IN THE COLYTON TOWN HALL ON MONDAY 23<sup>rd</sup> AUGUST 2021 AT 7pm**

Present: Cllrs A Parr, A Jarman, S Real, A Stenning, J Hay, J Gardiner, C Pady and R Turner. Also S Haines (clerk)

Members of public: 0

- F21/08/36 Apologies for absence.** Cllr Clifford (personal reasons) Cllr Arnott (Emergency EDDC meeting)
- F21/08/37 The Minutes of the Finance Committee Meeting held on 26<sup>th</sup> July 2021 (Appendix G) to be approved.** These were approved unanimously.
- F21/08/38 Matters arising from the minutes.** None
- F21/08/39 Declaration of Interests.** Cllr Turner declared an interest on the request from the PMPF for finances as he is on the committee.
- F21/08/40 Democratic Period** – opportunity for public questions & comments.
- F21/08/41 Balanced Accounts for the period 1<sup>st</sup> – 31<sup>st</sup> July 2021.** These were approved unanimously.
- F21/08/42 Accounts to be presented for payment.**

**BACS Mrs S Haines salary including three hours overtime 871.50 minus pension 45.00. Total 826.50 pounds.**

**BACS Mr A Parsons salary including 9 hours overtime 1107.04 mileage 41 X 0.45 18.45 Fuel 26.44 Akermans of Seaton paint and tarps 50.99. Total 1202.92 pounds**

**BACS HMRC Total 108.27 pounds.**

**DD Nest pension employee 45.00 employer 9.30. Total 54.30 pounds**

**BACS Halcyon grounds maintenance August 501.66 VAT 100.33 Total 601.99 pounds**

**BACS Halcyon Extra verge cut 198 VAT 39.60 Total 237.60 pounds**

**BACS EJ Dayment ramp in skate park 963.00 VAT 192.60 Total 1155.60 pounds**

**BACS Bradfords postcrete 9.98 VAT 2.00 Rust metal paint 16.30 VAT 3.26. Total 31.54 pounds.**

**BACS AGM Axminster Garden Machinery lawn mower 575.00 VAT 115.00 brush cutter 350.00 VAT 70.00. Total 1110.00 pounds.**

The above accounts were approved for payment, proposed by Cllr Real, seconded by Cllr Gardiner and agreed by all.

- a) Amount calculated to HMRC this month is 514.15 pounds, account is in credit by 405.88 pounds due to SMP reclaiming. So amount to be paid is 108.27 pounds. The next month will be a normal payment as account balance will be 0 pounds. This was noted.
- b) Email received from the Information Commissioners Office, the annual data protection fee is due, this would be 40 pounds but as per instruction last year, the clerk has arranged a direct debit payment which discounts the fee by 5 pounds. 35 pounds was collected from the PC account on 20/09/2021. This was noted
- c) Confirmation of 80 pounds received from the Exe Valley Pizza Co. This is for the use of PMPF at the cost of 10 pounds per evening. This covers from 6<sup>th</sup> July to 24<sup>th</sup> August. This was noted.
- d) Request from the Peace Memorial Playing Fields Committee for a contribution towards the upkeep of the Pavilion. Exterior costs amount to 825.00 pounds, interior cost amount to 4148.00 pounds. Cllr Turner requested Cllr Gardiner chaired this part of the meeting as he had declared an interest. Cllr Real reported that he and Cllr Hay attended a meeting of the playing field committee as the council representatives, he reported that the building is in a state of disrepair as they have been closed for the past 18 months due to Covid and so haven't had any income to make repairs and do maintenance. They are not eligible for a grant as the building is owned by the Parish Council. They have enough money to pay the insurance and the bar licence fee and that is all. He explained that if the works are not done now then it may end up being even more expensive as it gets worse and these works will include the public toilet. Cllr Parr proposed the Parish Council cover the whole cost as it is their building, invoices should be sent to the PC so they can recover the VAT. This was seconded by Cllr Pady and agreed by all except Cllr Turner who abstained.
- e) Quote received from Tom Palmer to complete works needed on fp10. 270.00 pounds + VAT. Total 324.00 pounds. Cllr Parr proposed we accept this quote, the money will be taken out of the P3 grant, this was seconded by Cllr Gardiner and agreed by all.

**F21/08/43 Authority needed to enter into a Grant agreement between the Colyton Parish Council and East Devon District Council. This is for the S106 Sports and Recreation money.** Cllr Real proposed that the Colyton Parish Council should enter into the grant and this should be confirmed with EDDC, this was seconded by Cllr Parr and agreed by all.

- F21/08/44 S106 – decision needed on which design and company to proceed with.** Cllr Pady proposed that the company Wickstead be used, their design is preferred and they have been used before by the Parish Council, this was seconded by Cllr Real and agreed by all. Cllr Real stated that they would need to be reminded that there are drains running underground near the proposed site.
- F21/08/45 Anything brought to the Chairs attention after the agenda published to be noted.**
- F21/08/46 Dates of next meeting**  
**Full CPC Meeting – Monday 13<sup>th</sup> September**  
**Finance & Planning Meeting – Monday 27<sup>th</sup> September.**

**Meeting closed: 20:55**