

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE**  
**HELD ON MONDAY 25<sup>th</sup> APRIL 2022 AT 7pm IN THE COLYTON TOWN HALL**

**Present:** Cllrs K Mills, S Real, A Stenning, A Parr, K Clifford, A Mills, C Pady, J Gardiner, J Hay and P Arnott. Also S Haines (clerk)

**Members of public:** 0

**F22/04/01 Apologies for absence.** Cllr R Turner (unwell) Cllr A Jarman (prior commitments) Cllr C Denny (prior commitments)

**F22/04/02 Minutes of the Finance committee meeting held on 28<sup>th</sup> March 2022 were approved during the April Full Council meeting.** Noted

**F22/04/03 Matters arising from the minutes.** None

**F22/04/04 Declarations of interest.** None.

**F22/04/05 Democratic Period.** No members of public present.

**F22/04/06 Balanced Accounts for the period 1st– 31<sup>st</sup> March 2022.** Cllr Pady proposed these be approved, seconded by Cllr A Mills and agreed by all.

**F22/04/07 Accounts to be presented for payment:**

**BACS Mrs S Haines salary 863.03 stamps 2.69 minus pension 45.00. Total 820.72 pounds.**

**BACS Mr A Parsons salary 1029.67 mileage 0.45 X 71 31.95 fuel 33.90 Akermans 26.20. Total 1121.72 pounds.**

**BACS HMRC PAYE 275.80 NI Employee 79.80 NI Employer 110.21. Total 465.81 pounds.**

**DD Nest pensions Employee 45.00 Employer 9.30. Total 54.30 pounds.**

**BACS Mr E Dayment Tank connection – allotment water. 135.00 VAT 27.20. Total 162.20 pounds.**

**BACS Bargain host web space 16/05/2022 – 15/05/2023. Total 50.00 pounds.**

**BACS Mr J Mair Tree works at Newbury Close. Total 320.00 pounds.**

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

Clerks pay includes 15 hours overtime at the previous financial year rate of 11.50 pounds. 10 hours agreed at previous meeting for Colyford GR work and 5 hours for meetings. Total of 172.50 pounds. It also includes a minus of 187.36 pounds to repay the payment made in error in the previous month. All these figures have been entered onto the payroll system as gross so the PAYE and NI are calculated by HMRC. Noted.

a) Estimate (not quote) from Eddie Dayment to complete necessary works at the PMPF toilet, this will need to go out for official tender. 4889.00 pounds + VAT. Cllr Real proposed that the Council go ahead and take the specification out for tender for three quotes, this was seconded by Cllr Parr and agreed.

b) P60s printed and distributed. Noted

c) Two quotes received for Colyford and Colyton gardens. Cllr Real proposed we go back to the two quotes to see if they would re-quote for doing a small bit of work on each garden monthly to keep the maintenance together, that way we might find more people willing to quote, this was seconded by Cllr Stenning and agreed.

d) Handyman requests a new second hand mower. The old one is no longer working and a backup for the new mower would be sensible. It was agreed for the clerk to ask AGM – Axminster Garden Machinery – if they have anything second hand, Cllr Clifford also recommended asking MGM in Honiton.

e) New plants needed for the rose garden on Govers Meadow. Cllr Gardiner will contact Lloyd Bennett who used to own the White Cottages as he did promise to donate some flowers a while ago. If this is not successful then Arthur may have a limit of 60 pounds to spend in the garden centre, this was proposed by Cllr Stenning, seconded by Cllr A Mills and agreed.

f) Audit paperwork has been submitted to Hammetts Associates. Noted

g) Biffa waste collection. The clerk explained that since we have added more rubbish bins around the Town, the 660L Biffa bin in the Council yard cannot cope with the amount of rubbish. The next size up that Biffa do is 1100L and would cost 158.36 pounds + VAT for monthly collection. Cllr Pady proposed that we go for the bigger bin, this was seconded by Cllr K Mills and agreed by all.

**F22/04/08 Four Councillors needed for quarterly internal audit.** Cllrs Pady, K Mills, A Mills and Stenning all volunteered.

**F22/04/09 Items bought to attention after agenda published.** A letter has been received regarding funding floral decorations around the town for the Jubilee, the total cost is 550.00 pounds. This will be on the next agenda.

**F22/04/10 Dates of next meetings**

CPC Full Meeting – Monday 9<sup>th</sup> May  
Committee meetings – Monday 23<sup>rd</sup> May.

**Meeting closed: 19:30**