

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON MONDAY 25th NOVEMBER 2019 at 7pm IN THE MORTIMER ROOM OF THE FEOFFEES TOWN HALL, COLYTON

Committee – Cllrs R Turner, A Parr, R Watts, P Arnott, E Jones, H West, S Real, C Pady, K Clifford and J Gardiner.

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 Real, Clifford, Watts, Jones, Gardiner, Pady, Parr, Hay and Turner. Also S .Haines (clerk)
Members of the public: 1

F19/11/95 **Apologies for absence** – Cllr West (prior commitments) Cllr Arnott (prior commitments) Cllr Denny (unwell) Cllr Jarman (prior commitments)

F19/11/96 **The Minutes of the Finance Committee Meeting held on 28th October (Appendix M) to be approved and signed.** Cllr Jones made a point of order that according to the Good Councillors Guide, SLCC and DALC it is unlawful to add an item for payment within the three clear days once the agenda has gone out. Cllr Parr, Cllr Pady and Cllr Gardiner all pointed out that only pre-discussed and pre-agreed items would be added and according to our standing orders we can add those to the agenda. Cllr Jones stated that the standing orders have not been properly agreed and need to be bought up at the next meeting. The clerk stated that the agenda could be moved forward a day so go out on the Wednesday rather than the Tuesday, this would still give us the three clear days and would give our vendors more time to get their bills to us, therefore greatly reducing the need for anything to be added. The Minutes were signed, proposed by Cllr Parr, seconded by Cllr Clifford – two voted against.

F19/11/97 **Matters arising from the minutes NONE**

F19/11/98 **Declaration of Interests.** Cllr Real declared an interest in the Neighbourhood Plan.

F19/11/99 **Democratic Period** – opportunity for public questions & comments. **NONE**

F19/11/00 **Balanced Accounts for the period 1st – 31st October 2019 NOTED**

F19/11/01 **Accounts to be presented for payment**

4284	Mr J Rollings	Salary minus pension Mileage 45 x 0.45 Fuel	778.11 20.25 6.05		£804.41
4285	Mrs S Haines	Salary Post	719.63 7.32		£726.95
4286	HMRC	PAYE NI Employee NI Employer	220.60 54.97 63.22		£338.79
DD	Nest Pension	Employee contribution Employer contribution	80.00 18.46		£98.46
4287	Viridor	Waste Management	149.20	29.84	£179.04

All accounts approved for payment proposed by Cllr Real, seconded by Cllr Watts, all agreed.

- Letter from Symonds and Sampson RE Stafford Cross confirming that they plan to advertise in August and outlining their fees. **NOTED**
- Cllr Jones request for approval of Walkie Talkies for the Emergency Plan at a cost of £75 for five years use for 12 devices plus insurance. **The offer has been withdrawn by Club Rallysport West.**
- Neighbourhood Plan. **Cllr Watts stressed that we need a complete costed plan for completion before we go any further, Cllr Real insisted that it had already been done and the consultant wants to get going with the plan. Cllr Parr stated the neighbourhood Plan is very important as it will help us protect our town and green spaces from development and that the council needed to support the committee. After much discussion it was agreed that the £3037.50 that is needed could come out of our legal budget, proposed by Cllr Clifford, seconded by Cllr Pady. Five agreed, one against.**
- Memorial seat in Cemetery is broken – is it council responsibility or owner responsibility to maintain. **Owners responsibility.**

- e) Trees in Playing Field. **Provisions need to be made in next years budget, it was proposed Cllr Pady to approach J. Mair for a quote to get this job done. Seconded by Cllr Watts, all agreed.**
- f) Invoice received from Bargain Host (website domain) two year renewal due for £23.98 inc VAT. **Clerk to pay using own card and will be reimbursed by the council, proposed by Cllr Parr, seconded by Cllr Watts, all agreed**
- g) Model and price for security for cemetery trailer. Screwfix Trailer Hitch lock £11.99 - £19.99 Screwfix Padlock £17.99 - £62.99. **Cllr Pady stated he had priced padlock (£16.99) chain for the gate (£6.25) tarpaulin to cover trailer (£9.95) and rope to hold it down (£7.00) all from Moleavon and was happy to purchase it and the council will reimburse him. This protects the trailer. Proposed by Cllr Watts, seconded by Cllr Parr, all agreed total cost will be £40.19 plus VAT.**
- h) Clerk holiday cover. **Clerk to contact locum with all approved holiday dates.**
- i) Budget support for Clerk. **Clerk to contact Caroline Collier to ask for support.**
- j) Letter of thanks received from Mrs Maureen Clode RE the Christmas Lights Donation made by the Council.
NOTED
- k) Quote from Halcyon for work on New Sidmouth Road is £15. We still have the Parishes Together Grant of £1292.90 which must be spent by 16th January 2020. **Cllr Pady to approach Mr Kelly before any payments are arranged to ask if the money can be spent on other projects or we may risk having to pay it back.**
- l) *Quote of £40 from Mr Hurford to trim hedges around Reece Strawbridge Centre. **Proposed by Cllr Real, Seconded by Cllr Watts, all agreed.**

F19/11/02 S106 – Request for meeting. Cllr Real proposed a sub-committee be set up to work through the document seconded by Cllr Clifford. Agreed by all.

F19/11/03 CIL Money – It was decided to find out exactly what it can be spent on and roll it over to collect more payment. Proposed by Cllr Real, seconded by Cllr Clifford, all agreed.

F19/11/04 Contract for Grounds Maintenance and Verge Cuttings to merge into one. Cllr Gardiner proposed that we never agreed to take on the verges long term, so the contracts should remain separate. Seconded by Cllr Parr, all agreed

F19/11/05 Anything brought to the Chairs attention after the agenda published to be noted

F19/11/06 Dates of next meeting

CPC Meeting- Monday 9th December.

Finance & Planning Meeting –Monday 16th December.

Meeting Ended 20:06