

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD  
ON MONDAY 27<sup>th</sup> SEPTEMBER AT 7:15pm IN THE COLYTON TOWN HALL.**

**Present:** Cllrs A Parr, K Clifford, J Hay, C Denny, J Gardiner, C Pady, A Jarman, S Real, A Stenning and S Real. Also in attendance S Haines (clerk)

**Members of public:** 0

*Request that those who are recording declare so and conform to standing orders.*

**F21/09/47 Apologies for absence.** Cllr K Mills (prior commitments) Cllr Arnott (unwell)

**F21/09/48 The Minutes of the Finance Committee Meeting held on 23<sup>rd</sup> August 2021 (Appendix I) to be approved.** Cllr Parr proposed these be approved, seconded by Cllr Gardiner and agreed by all.

**F21/09/49 Matters arising from the minutes.** None

**F21/09/50 Declaration of Interests.** None

**F21/09/51 Democratic Period** – opportunity for public questions & comments.

**F21/09/52 Balanced Accounts for the period 1<sup>st</sup> – 31<sup>st</sup> August 2021.** These were noted.

**F21/09/53 Accounts to be presented for payment**

**BACS Mrs S Haines salary plus 6 hours overtime 901.86 stationary 8.04 poppy wreath 20.00 minus pension contribution 45.00. Total 884.90 pounds.**

**BACS Mr A Parsons salary plus 18 hours overtime worked between 13/08 until 17/09 1311.24 mileage .45p X 88 miles – 6 weeks worth – 39.60 fuel 25.33. Total 1376.17 pounds.**

**BACS HMRC PAYE tax 357.40 NI employee 133.16 NI employer 169.69. Total 660.25 pounds**

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

**EDDC Business Rates Rosemary Lane store, cemetery and premises, PMPF and premises.** Already paid in full in April.

**BACS Source for Business water bill – account in credit by 6.93. 29.79 plus 5.96 VAT. Total 35.75 pounds – 28.83 pounds to pay due to account credit**

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

- a) Internal audit due next month. Cllr Real volunteered.
- b) EDF energy have notified that from next month, the monthly direct debit will decrease from 16 pounds to 9 pounds a month due to the usage. Noted
- c) Clerk requests annual leave for Thursday 30<sup>th</sup> September, Thursday 14<sup>th</sup> October Tuesday 19<sup>th</sup> October and Thursday 21<sup>st</sup> October. These were approved but concerns were raised about holiday cover, the clerk explained that there seems to be a lack of locums in the area. It was decided to advertise for a volunteer, the odd day isn't an issue but for week's holidays, cover is needed.
- d) Allotment notices have been issued and rent is coming in. Noted
- e) Quote received from Halcyon for a further three years contract for the maintenance of the cemetery. (Chapter 8 training is a necessity for this contract) The clerk explained that only one quote has been gathered due to the challenge of finding a company with Chapter 8 training, this is necessary to work alongside the highway. Cllr Parr proposed that Halcyons quote of 6321.00 pounds + Vat per annum for the next three years be accepted, this was seconded by Cllr Clifford and agreed by all.

**F21/09/54 Anything brought to the Chairs attention after the agenda published to be noted.**

Pro-forma invoice received for 300.00 pounds (including VAT) from Abacus Playgrounds for the wetpour kits to repair the playground flooring. Cllr Turner explained that the Parish Council had already agreed to pay this so the clerk should proceed with payment. Cllr Denny asked if anything had been done about the hedge and bushes at the cemetery, Cllr Pady confirmed that he was speaking to Halcyon about getting this done.

**F21/09/55 Dates of next meetings**

**Traffic Meeting – Monday 4<sup>th</sup> October at 7:15.**

**Full CPC Meeting – Monday 11<sup>th</sup> October in the Colyford Memorial Hall**

**Finance and Planning – Monday 25<sup>th</sup> October.**

**Meeting Closed: 20:00**