

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE
HELD ON MONDAY 28th MARCH 2022 AT 7pm IN THE COLYTON TOWN HALL

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

Members of Public: 1

F22/03/02 Apologies for absence. Cllr Turner (unwell) Cllr A Mills (prior commitment) Cllr Arnott (prior commitment)

F22/03/03 Minutes of the Finance committee meeting held on 28th February 2022 (Appendix X) to be approved. Cllr K Mills proposed these be approved, seconded by Cllr Real and agreed by all.

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

F22/03/05 Declarations of interest. None

F22/03/06 Democratic Period. A member of public asked about the gardens in Colyford, asking if there were any plans to open any public gardens or do any maintenance. Cllr Parr replied that the gardens in Colyton are looked after by the Parish Council because they belong to the Parish Council, the gardens in Colyford do not however the Parish Council do pay to have the grass at the gateways (Eastern side) mowed twice a year. This year a gardener will be asked to do some work on the gardens in the gateways.

F22/03/07 Balanced Accounts for the period 1st– 28th February 2022. These were approved.

F22/03/08 Accounts to be presented for payment:

BACS Mrs S Haines Salary including three hours over time and back pay 1011.38 stamps 7.92 minus pension contribution 45.00. **Total 974.30 pounds.**

BACS Mr A Parsons Salary including two hours over time and back pay 1373.03 mileage 0.45 X 68 30.60. **Total 1403.63 pounds.**

BACS HMRC PAYE 400.80 NI Employee 162.43 NI Employer 203.36. **Total 766.59 pounds.**

DD Nest Pension Employee contribution 45.00 employer contribution 9.30. **Total 54.30 pounds.**

BACS The play inspection company annual playpark inspection 208.50 VAT 41.70. **Total 250.20 pounds.**

BACS Bradfords Plywood 92.49 VAT 18.50 cutting disk 15.26 VAT 3.05 hinges 18.80 VAT 3.76. **Total 151.86 pounds. Account in credit so £115.20 due.**

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

- a) Notification from ALCC that all Council employees should receive a 1.75% pay rise and this should be back dated to 1st April 2021. This has been done in the above payments. Cllr Parr questioned if this was a mandatory payment or just a suggestion, he stated that the pay is decided by the Council not the ALCC. It was agreed to make the above payments but a decision would be made at the next meeting as to whether to claim it back.
- b) Bradfords account in credit by 36.66 pounds so amount due for above invoice will be 115.20 pounds. This was noted.
- c) Internal audit for January – March will need completing by Cllr Stenning to end the financial year. Noted.
- d) Clerks hours. Cllr Turner asked the clerk to inform him how many extra hours had been worked to organise, deliver and supply the leaflets that were given out to every house in the Parish containing information about the Governance Review. The total number of hours were 10. Cllr Real proposed this be paid, seconded by Cllr Pady and agreed by all.
- e) Quote received for additional tank and connections for the allotments. 162.00 pounds inc VAT. Cllr Pady proposed this quote be accepted, seconded by Cllr Gardiner and agreed by all.
- f) The Royal British Legion are producing plaques for the Queens Canopy, A5 size. 119.99 pounds without stakes, 144.99 pounds with. Shipping not included. It was agreed to wait and see what the one that will be donated by EDDC looks like before buying a plaque for the tree at the Picnic site. The hedge which was planted by the School children would need a bespoke plaque to mention the School. Cllr Denny will draw up a design to be approved and then sent for costing.
- g) Communication from EDF – the payments are staying the same for now. Noted.

F22/03/09 Community Newsletter proof for comment. The community newsletter now includes a link to the Colyford flyers for the Governance Review. Cllr Gardiner commented that the flyer does not mention an author

or any contact details, this should not be allowed and those details should be added before this is approved. Cllr Pady also mentioned that the logo of the Ancient Borough is on the flyer which sends out a message that the Borough is in support of the split. It was agreed that the flyer should have the logo removed and the author published including contact details.

F22/03/10 Gardens in Colyton and Colyford. The clerk asked for confirmation of the specification, it was confirmed that the gardens on the Colyford Gateway (Eastern end) should be included in the specification and also the gardens at the Green Bridge.

F22/03/11 Items bought to attention after agenda published. Cllr Denny explained that a special key has been purchased at a cost of roughly £14.00, this was needed to turn the water supply on and off at the allotments. The invoice will be sent to the clerk.

F22/03/12 Dates of next meetings

CPC Full Meeting – Monday 11th April

APM – Wednesday 13th April

Committees – Monday 25th April.

Meeting closed: 19:54