

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE TO BE HELD TUESDAY MAY 28th At 7pm IN THE MORTIMER ROOM OF THE FEOFFEES TOWN HALL, COLYTON

Present – Cllrs R Turner, A Parr, R Watts, P Arnott, E Jones, H West, S Real, C Pady, K Clifford, J Gardiner, J Hay, R Turner, C Denny, E Berry (Clerk) and 1 member of the public.

F19/05/16 Election of Chair & Vice Chair

Cllr Jones proposed Cllr Watts, seconded by Cllr West

Cllr Pady proposed Cllr Turner, seconded by Cllr Real.

Both nominees spoke on their suitability & skills relevant to the role. A vote by show of hands was taken with the vote bring 5 – 3 in favour of Cllr Turner who was duly elected.

Vice Chair – Cllr West proposed Cllr Watts, seconded by Cllr Jones and elected unanimously by a show of hands.

F19/05/17 Apologies for absence - none

F19/05/18 The Minutes of the Finance Committee Meeting held on 15th April 2019 (Appendix A) were approved and signed as being a true record of that meeting.

F19/05/19 There were no matters arising from the minutes

F19/05/20 There were no declaration of Interests.

F19/05/21 Democratic Period – opportunity for public questions & comments.

Mr Morgan who is promoting the idea of a Petanque court at the PMPF and had been asked to get quotes for the work prior to the details being sent to EDDC for approval before the public is consulted was surprised not to be consulted by the Playing Fields Committee after their meeting where it was decided that the previously discussed location would in fact be in the way of their proposed storage tank and an alternative location was tabled between the Pavilion and the playpark which would involve far more excavation work and therefore more initial costs. He was worried that he was tight on time to get the estimate in. The Clerk explained that a full estimate wasn't required at this stage, a ball park figure would be enough initially. Cllr Jones proposed a site visit, there was no seconder and Cllr Watts proposed an amendment which is to follow the S106 procedure, submit the idea to EDDC, along with others, see what they say and go from there. Cllr Real seconded the amendment which was carried.

F19/05/22 Balanced Accounts for the period 1st – 30th April 2019 - noted

F19/05/23 Accounts to be presented for payment

4237	HMRC	PAYE NI Employee NI Employer	£454.80 £103.27 £118.77		£676.84
3238	Miss E Berry	Salary(includes8 hours extra) Post & Envelopes Mileage Bargain Host Payment by CC	860.88 8.78 5.40 60.00		£935.06
4239	Mr J Rollings	Salary Mileage	777.91 16.65		£794.36 + 20p in cash.
4237	HMRC	PAYE NI Employee NI Employer	£454.80 £103.27 £118.77		£676.84
DD	Nest Pension	*Employee contribution Employer contribution	*£101.77 £34.79		£136.56
4240	Lars Laj UK	Bridge section for play equipment on PMPF	£485	£87	£582

APPENDIX C

4241	AM Web Design	Uploading documents onto website. Maintaining site.			£196.44
4242	Hammett Associates	Audit for year end 31 March 2019	£500	£100	£600

*John has increased his pension contribution to £80/month, the salary cheque 4239 was written 20p short so a cash payment was made by the clerk.

- a) Annual Leave requests: Liz - Monday 1st July – 5th July – noted. Liz is canvassing for a locum clerk to fill the public office hours (Tues/Thurs 10030 – 1200, check post & emails and publish the agenda and take minutes as required). A list of locums from DALC has been received and contact is being made. There was talk of Councillors fulfilling that role as a money saving exercise.
- b) Names of four councillors to do the Internal Audit 2019/20 – Cllrs Watts, West, Real & Turner.
- c) Change of signatories for Account – Cllr Turner will fill in the required documentation asap. The documentation to remove Cllr Collier from the account was signed and will be posted.

F19/05/24 Receipt & use of Community Infrastructure Levy (CiL) payments. Colyton has received £3527.55 to be spent in the community to mitigate the affect that the new homes will have. EDDC will be sending some guidance.

F19/05/25 Quote for new entrance sign to PMPF - £96. With the following amendments - EDDC written in full. Fines up to £80 changed to 'Fines will be imposed'. Cllr Watts proposed acceptance of the quote, seconded by Cllr Jones and agreed by all.

F19/05/26 Recognition & Acknowledgment of Caroline & Bob's service to the community
Cllr Parr proposed a Freedom Scroll, seconded by Cllr Real and agreed. The Clerk will send the designs out again for Councillors to nominate their preferred design. To be discussed at the next meeting.

F19/05/27 Anything brought to the Chairs attention after the agenda published to be noted - none

F19/05/28 Dates of next meeting

June CPC – Monday June 10th

June Finance & Planning – Monday 24th June

The meeting close at 7.42pm.