

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD
VIA ZOOM ON MONDAY 28th SEPTEMBER AT 7pm**

Present: Cllrs A Parr, E Jones, K Clifford, S Real, P Arnott, R Watts, J Hay, C Pady, J Gardiner and C Denny. Also S Haines (clerk)

Members of public: 6

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

F20/09/67 Apologies for absence. Cllr R Turner (unwell)

F20/09/68 The Minutes of the Finance Committee Meeting held on 24th August 2020 (Appendix K) to be approved. Proposed by Cllr Jones, seconded by Cllr Pady and agreed by all.

F20/09/69 Matters arising from the minutes. Cllr Jones informed the Council that the CIO for the Kittles Trust is almost completed and will be send out to the trustees soon.

F20/09/70 Declaration of Interests. None.

F20/09/71 Democratic Period – opportunity for public questions & comments. A member of the public suggested this meeting be recorded, Cllr Jones proposed this and was seconded by Cllr Arnott, it was voted on with three for and five against and so not taken forward, Cllr Arnott stated that he believed this needed more thought and reminded the member of public of their right to record the meeting is they desired after declaring that they intended to.

F20/09/72 Balanced Accounts for the period 1st – 31st August 2020. Noted and accepted.

F20/09/73 Accounts to be presented for payment.

BACS Mrs S Haines Salary 840.54 Zoom subscription 11.99 VAT 2.40 stamps 7.80 minus pension contribution 45.00 **Total 817.73 pounds.**

BACS Mr J Rollings Salary 889.81 Mileage 0.45 X 44 miles 19.80 fuel 13.88 VAT 2.77 Colyton stores 3.32 VAT 0.67 Tesco garden rake 4.50 Tesco cleaning spray 2.40 paint brushes 7.18 minus pension contribution 80.00. **Total 864.33 pounds.**

BACS HMRC PAYE 227.20 NI Employee 50.94 NI Employer 75.14. **Total 353.28 pounds.**

DD Nest pension Employee contribution 125.00 Employer contribution 29.53. **Total 154.53 pounds.**

BACS EDDC Business rates due 01/10/2020 Rosemary Lane store 493.00 Cemetery and Premises 936.00 PMPF and Premises 823.00. **Total 2252.00 pounds.**

Cllr Jones challenged the payment of the EDDC rates for the PMPF, he did not see why the Council should pay it and not the committee, and he pointed out their accounts and how much money is in their account and asked why they were not asked to contribute. Cllr Pady pointed out that the area is a Colyton Parish Council amenity and that it benefits the whole community so it is only right that the Parish Council pay the rates. Cllr Watts agreed, stating that it is our liability and responsibility to pay the rates on property and land that we own. Cllr Watts proposed that we pay the rates, Cllr Arnott requested an amendment that yes we pay but that this is discussed on the next Finance agenda so to when it was agreed that the Council would pay this and to request the audited accounts from the PMPF committee this was seconded by Cllr Jones and agreed by all.

The rest of the accounts were approved for payment, proposed by Cllr Parr, seconded by Cllr Gardiner and agreed by all.

- a) Internal audit due next month – Cllr Watts has volunteered. Noted
- b) Clerks Leave. Cllr Watts proposed this be discussed in committee due to its sensitive nature, seconded by Cllr Jones and agreed by all.
- c) John Rollings requests Monday 5th October as a days leave. This was agreed.

F20/09/74 Neighbourhood Plan public consultation period dates to be approved, working group have suggested a 10 week period beginning Monday 5th October to Monday 14th December 2020. Cllr Watts explained that he asked

the clerk for this to be on the finance agenda in case any financial implications were to arise, he asked if any members of the Steering Group were present on the call. It was confirmed that

only Cllr Real and Cllr Pady were present from the Steering Group, they both confirmed that they had no need to declare a personal interest as their role as a Councillor came before their role as a Steering Group member and they would make decisions based on what was best for the Council, not the Steering Group. Cllr Jones stated that at the Full meeting on the 14th September the Council agreed for the plan in its current form to go out, this would mean a 6 week consultation. Cllr Gardiner stated that a motion was raised by Cllr Real to extend the consultation period from 6 weeks to 10 weeks, this was seconded by Cllr Gardiner. Cllr Jones agreed that this was said but that the Chairman overrode this and reverted to the original draft. Cllr Parr stated that what he actually said was to approve the original draft and then to await advice from the Steering Group and the Consultant on the time frame. Cllr Watts confirmed that he could remember the motion of 10 weeks being raised and also that the Chair passed a motion to go back to the Steering Group for confirmation of the time period, he stated that the Council would not have time to meet again to discuss this before the 5th October. He also added that the minutes from 14th September had not been formally approved yet. Cllr Parr proposed we discuss this now, seconded by Cllr Gardiner, voted on with 6 for and 2 against. Cllr Pady explained that the Steering Group had proposed a 10 week consultation period starting Monday 5th October and ending Monday 14th December, there will be two hard copies, one in the foyer of the Colyton Town Hall and one in St Michaels Church in Colyford. Both will be covid controlled with gloves available and copies will be laminated. There is hope that the vast majority of the public will look at the plan online on the Parish Council website. Cllr Arnott asked if the online forms are interactive and can be filled in online? Cllr Pady was not sure, but he did say that forms could be emailed to the clerk. Cllr Real also added that they were hoping to get a hard copy in the library also but had not heard back from them yet. Cllr Arnott spoke of his disappointment at the consultant, it should not be up to Cllr Real and Cllr Pady to explain all of this, the consultant should be available to answer these questions. Cllr Jones added concerns over visually impaired people, we need to make this accessible to all. Cllr Parr proposed that we accept these dates and approach the Steering Group and ask them for ideas on how to insure that the document is accessible to all. Cllr Watts expressed concerns about having the document in a church and not all people would be comfortable in a building of a certain religion. Cllr Real advised the Council that the dates and locations have already been sent to the Midweek Herald, this will be out to print now and so too late to change, he said that the Steering Group were not told to ask for permission before going ahead. Cllr Arnott checked online and confirmed that the Midweek Herald had the filling station café listed as a location for the hard copy and the dates were out, he said it was extremely disappointing that the launch had gone ahead and was actually incorrect. This was echoed by Cllr Watts. Cllr Pady urged the Council to trust in the Steering Group, he said they had worked incredibly hard to get the document together and that this was only the first draft, he also said that the consultant was getting fed up and was ready to resign. Cllr Watts stated that the Steering Group had done an incredible job and worked very hard, the only negative is that they did not keep the Parish Council informed throughout the process. Cllr Parr redirected the Council to his proposal that we accept these dates and approach the Steering Group and ask them for ideas on how to insure that the document is accessible to all, this was seconded by Cllr Gardiner. Cllr Arnott asked for an amendment that the proposal is subject to proof in the next 24hrs that the online form works, this amendment was seconded by Cllr Jones. The amendment was voted on first, Cllrs Arnott and Jones voted for, Cllrs Parr, Clifford, Real, Gardiner and Pady voted against with Cllr Watts abstaining, the motion is not carried. Cllr Parrs proposal was then voted on with Cllrs Parr, Clifford, Real, Pady and Gardiner for and Cllrs Jones, Arnott and Watts abstaining. The motion is carried.

F20/09/75 Anything brought to the Chairs attention after the agenda published to be noted

F20/09/76 Dates of next meetings

Full CPC Meeting – Monday 12th October

Finance and Planning – Monday 26th October.

Meeting closed 20:10.