

NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

Minutes of the Parish Council Finance Committee meeting held on Monday, 17th October 2022 at the Pavilion, Back Lane, Newton Poppleford

Present: Cllrs. Walker (Chair), Burhop (VC) and Dalton
Jacqui Baldwin, Parish Clerk
There were no members of the public present
Meeting commenced at 7.00pm
Chair outlined Fire Regulations and evacuation procedure

		Action
FC22/42	<p>To consider apologies for absence and approve if accepted (LGA 1972 S.85(1)) Apologies received from Cllr. Tillotson and Cllr. Tribble. Chair proposed that these apologies be accepted, seconded by Cllr. Dalton and unanimously approved.</p> <p>Chair advised that, due to the long-term absence of Cllr. Tillotson and to ensure future meetings are quorate, Cllr. Carpenter had volunteered to be co-opted onto this committee. Clerk to add to the October ORD meeting agenda for ratification</p>	Clerk
FC22/43	<p>Declarations of interest from members / Dispensations afforded (this does not preclude the duty to declare further interests during the meeting as applicable)</p> <p>Cllr. Dalton was afforded a dispensation to discuss and vote upon matters pertaining to Parish allotments at the Ordinary Meeting held 29/3/2021. This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as an allotment tenant.</p>	
FC22/44	<p>To consider and, if thought fit, approve the Minutes of the Finance Committee of the Council held on 20th September as previously circulated Cllr. Dalton proposed that the Minutes be adopted as a true record of the meeting. Seconded by Cllr. Burhop and resolved unanimously.</p> <p>To consider Matters Arising from those Minutes: None not dealt with elsewhere on the Agenda.</p>	
FC22/45	BUSINESS TO BE CONSIDERED:	
A	<p>To receive an update on the MUGA project and approve the execution of the revised Grant Funding Agreement: Clerk explained that the document signed at the previous meeting was incorrect and EDDC had now submitted a revised version for execution. Cllr. Dalton proposed that Finance Committee authorise the execution of the Grant Funding Agreement between EDDC and the Council relating to the MUGA project. Seconded by Cllr. Walker and resolved unanimously. Document was duly executed by Cllrs. Walker and Burhop.</p>	

	<p>Clerk to add to the October ORD Meeting agenda for ratification and then return the signed document and copy Minutes to EDDC for countersignature.</p>	Clerk
B	<p>To consider expenditure for Remembrance Day commemorations and arrangements for the event: Clerk confirmed that two wreaths had been ordered from the British Legion. Cllr. Lipczynski to be asked to attend the Harpford commemoration on behalf of Council. Cllr. Burhop to be in attendance at the Newton Poppleford service. Parish maintenance contractor to install the soldier silhouette prior to the event. Clerk to note and contact Cllr. Lipczynski and Parish Maintenance Contractor accordingly.</p>	Clerk
C	<p>To review the outcome of the Public Consultation and consider matters pertaining to the Public WC: Chair stated that, in the current economic circumstances, she would propose to close the WC at least over the winter months when there are few holidaymakers in the area. With parishioners facing rising costs the imperative was to limit the increase to next year's precept. Providing an amenity for mostly non-residents could be perceived as a luxury. Cllr. Burhop noted that, as agreed by Councillors present at the consultation on 30th September, an article had been submitted to the parish magazine confirming that the WC would remain open subject to final approval at the Council Meeting on 24th October. It was noted that a parishioner had come forward and offered to take on the cleaning contract at a lower cost than the current contractor. Matter to be resolved at the October Council meeting.</p>	
D	<p>To consider arrangements for the Annual Firework event in November 2022</p> <ul style="list-style-type: none"> i) Leaflets have been printed and will be delivered by volunteers this week. ii) Clerk confirmed that a Temporary Event Licence application had been submitted to EDDC. iii) Cllr Burhop confirmed that the following concessions had been agreed: PTA - Hot Food £150, PTA - Tuck Shop £25, Harpford Hall - Hot Drinks £40, NPPFF - Bar £100. <p>Clerk reported that the closure of Back Lane and Footpath 3 by Wales & West Utilities had been postponed to 5th December.</p>	
FC22/46	<p>a) To review and note payments for October 2022 Cllr. Dalton proposed that payments in the sum of £16,436.91 be approved for payment. Seconded by Cllr. Walker and unanimously resolved. Clerk to note and action payments on the due date</p> <p>b) To review 2nd Quarter Budget Monitor</p>	Clerk

	<p>Chair suggested that with 100% of the precept received, 58% of the budget already spent and significant costs to be paid in the coming months it was likely that there would be a large overspend by the end of the year. It was noted that there were reserves allocated to pay for the playground repairs and the cemetery wall restoration.</p> <p>c) To consider timetable for 2023-34 Budget and Precept discussions and review:</p> <p>Clerk advised that a first draft of the budget would be submitted to the November Finance Meeting for review before submission to the Full Council in November. The Budget and Precept must be approved by Full Council in December to meet a 31st December deadline.</p>	
FC22/47	<p>Matters considered as urgent by presiding Chair:</p> <p>Chair noted a request received from the Climate Change Group regarding the purchase of trees for Webbers Meadow which required a response prior to the next Group meeting on 18th October. East Devon AONB require the trees to be paid for prior to any funding being released. The funding will cover 70% of costs incurred but Council will be required to make the advance payment. It was agreed that, as there are sufficient funds in the Tree/CCED reserve, the Climate Change Group could go ahead and place orders for all the trees required.</p>	
FC22/48	<p>To agree date, time and venue of next meeting 7.00pm on 14th November 2022 at The Pavilion Clerk to note and publicise accordingly.</p>	Clerk
FC22/49	<p>It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.</p> <p>This proposition was not made as there was no confidential business to discuss.</p>	

With no further business to consider, the Chair declared the meeting closed at 8.00pm.

Signed as a true record of the meeting above

----- **Chair**

----- **Date**