

# NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

## Minutes of the Parish Council Finance Committee meeting held at 7pm on Monday, 18<sup>th</sup> July 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 7.15pm  
Chair outlined Fire Regulations and evacuation procedure

		Action
FC22/27	To consider apologies for absence and approve if accepted (LGA 1972 S.85(1)) Apologies received from Cllr. Tillotson and Cllr. Tribble. <b>Cllr. Burhop proposed that these apologies be approved, seconded by Cllr. Dalton and unanimously approved.</b>	
FC22/28	<b>Declarations of interest from members / Dispensations afforded</b> (this does not preclude the duty to declare further interests during the meeting as applicable)  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 This dispensation applies until May 2023 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as an allotment tenant.	
FC22/29	<b>To consider and, if thought fit, approve the Minutes of the Finance Committee of the Council held on 20<sup>th</sup> June as previously circulated</b> <b>Chair proposed that the Minutes be adopted as a true record of the meeting. Seconded by Cllr. Dalton and resolved unanimously.</b> To consider Matters Arising from those Minutes. a) Picnic benches – Clerk confirm that the benches had been delivered and were currently being stored by Cllr. Hughes. It was agreed that Cllrs. Walker and Dalton would propose suitable sites in Webbers Meadow for the two picnic tables and bench. Locations to be marked on a plan and approved at the ORD Meeting on 25 <sup>th</sup> July. <b>Clerk to note and add to ORD meeting Agenda</b>	Clerk
FC22/30	<b>BUSINESS TO BE CONSIDERED:</b>	
A	<b>To review expenditure and feedback from the trial re-opening of the Public WC in Newton Poppleford</b> It was noted that expenditure (excluding initial deep clean) amounted to £3,800 over the 3-month trial period. Cllr. Burhop proposed that the WC remain open through August to allow consultation with parishioners. An article will be published in the August PCC magazine setting out the potential financial impact on the 2023/34 Precept of keeping the WC open.	

	<p>Parishioners to be encouraged to attend the August ORD Meeting where a final decision will be taken. Cllrs. Walker and Dalton agreed that this was the appropriate way to proceed.</p> <p><b>Clerk to advise cleaning contractor of this decision and extend contract by one month.</b></p>	Clerk
B	<p><b>To consider a quotation for the repair of St. Luke's cemetery wall</b></p> <p>Councillors received two quotations for the repair of the cemetery wall at St. Luke's church. Clerk advised that a revised Quote A is awaited as this quote was provided more than 2 years ago and the contractor wishes to review the costs. Cllrs. felt that this particular contractor may prove unreliable as their original quote was accepted in 2019 but the contractor had failed to carry out the work. On that basis, Chair proposed that Quote B in the sum of £8935 plus VAT be accepted, seconded by Cllr. Dalton and resolved unanimously. It was noted that the contractor has indicated availability to carry out the work at the end of August. No formal order to be placed until the owner of the private drive has given permission to access the wall from his property.</p> <p><b>Clerk to note and contact landowner as soon as possible and add to July ORD Meeting agenda for ratification.</b></p>	Clerk
C	<p><b>To receive advice from the Neighbourhood Planning Officer regarding the Neighbourhood Plan Reserve fund</b></p> <p>Cllrs noted that the advice from the Neighbourhood Planning Officer indicates that any remaining sum in the NP reserve fund will not have to be repaid. At the suggestion of the Neighbourhood Planning Officer the reserve will remain in place to fund a 5-year review in 2025.</p>	
D	<p><b>To consider making an application to the SWW Water Saving Community Fund</b></p> <p>It was agreed that, with the support of the Clerk, the Allotment Management Committee should make an application for funding to purchase water butts and guttering for the Allotment Gardens from this fund.</p> <p><b>Clerk to note and action</b></p>	Clerk
FC22/31	<p><b>To review and note payments for July 2022</b></p> <p><b>Chair proposed that payments in the sum of £8519.78 be approved for payment. Seconded by Cllr. Dalton. Cllr. Burhop declared a pecuniary interest in this agenda item and abstained from the vote.</b></p> <p><b>Clerk to note and action payments on the due date</b></p>	Clerk
FC22/32	<p><b>Matters considered as urgent by presiding Chair for discussion only</b></p> <p>None raised</p>	
FC22/33	<p><b>To agree date, time and venue of next meeting</b></p> <p>7.00pm on 15<sup>th</sup> August 2022 at The Pavilion</p> <p><b>Clerk to note and publicise accordingly.</b></p>	Clerk
FC22/34	<p><b>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</b></p>	

	<b>meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.</b>	
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	This proposition was not made as there was no confidential business to discuss.	
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With no further business to consider, the Chair declared the meeting closed at 7.50pm.

**Signed as a true record of the meeting above**

----- Chair

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