Appendix N

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE
HELD ON MONDAY 27th OCTOBER 2025 at 7pm IN THE COLYTON TOWN HALL.

Present: Cllrs M Mann, A Parr, J Gardiner, J Hay, G Stephenson, A Stenning and S Real. Also S Haines (clerk)
Members of public: 0

F25/10/49 Apologies for absence. Cllr R Turner.
F25/10/50 No committees meeting held in September. Noted.
F25/10/51 Matters arising from the minutes. None.
F25/10/52 Declaration of Interests. None.
F25/10/53 Democratic Period. No members of public present to speak.
F25/10/54 Balanced Accounts for the period 1st – 30th September 2025 to be approved. Cllr Mann proposed these be approved, seconded by Cllr Hay and agreed by all.
F25/10/55 Accounts to be presented for payment

BACS Mrs S Haines salary 1076. **Total 1076 pounds.**
BACS MR D Bennett salary 1428.24 mileage 0.45 X 202 miles – 90.90 Tower services 11.24 VAT 2.25 RKL Tools 7.08 VAT 1.42. **Total 1541.13 pounds.**
BACS HMRC PAYE 141.40 NI Employee 53.80 NI Employer 290.18. **Total 485.38 pounds.**
DD Nest pension Employer 51.84 employee 69.12. **Total 120.96 pounds.**
BACS EDDC Business rates Rosemary Lane 449.00 cemetery 618.00 pavilion 749.00. **Total 1816.00 pounds.**
BACS Axminster garden machinery mower and strimmer supplies 20.76 VAT 4.15 33.28 VAT 6.65. **Total 64.84 pounds.**

The above accounts were approved for payment. Proposed by Cllr Mann, seconded by Cllr Parr and agreed by all.

F25/10/56 Fees to be changed in the finance year 2025-26
Tennis courts: Currently £6 an hour for adults and £1.50 an hour for children. Cllr Parr proposed these reamin the same, seconded by Cllr Mann and agreed by all.
Allotments: Present rates are £16 per quarter plot plus water charges as per bill (this year totalled £4.55 per quarter plot.) This did not increase last year, Cllr Real proposed an increase of £1 per quarter plot to £17 a year. This was seconded by Cllr Mann and agreed by all.
Cemetery: Current fees for a burial for a person over 18 is £450, cremation is £190, scattering of cremated remains £100, EROB burial plot £750 and EROB cremation plot £250.
Memorial fees: Headstone/tablet with first inscription £240, headstone plus vase £250, vase only £160, each additional inscription £140.
Cllr Parr proposed a 4% increase rounded to the nearest pound, seconded by Cllr Real and agreed by all.

F25/10/57 Rents to be charged in the financial year 2024 - 25
Cleeves Field – Lease agreed with Mr Underdown, this expires May 2028. Noted.

F25/10/58 Wages / salary for financial year 2024 - 25
Clerk salary and working hours. Currently on SCP 25 which is £18.85 per hour. Cllr Mann proposed the clerk have an increase to SCP 26, seconded by Cllr Stephenson and agreed by all.
Maintenance Man currently £15 per hour. Cllr Stenning proposed an increase to £15.50 an hour, seconded by Cllr Mann and agreed by all.

F25/10/59 Contracts
Ground maintenance contract Halcyon holds contract until 2026. Noted.
Cemetery contract. Halcyon holds contract until 2028. Noted.
Grass Verges Halcyon holds current contract until 2025. Clerk to get quotes.
P3 contract Not held. Noted.
F25/10/60 Dates for December meetings. It was agreed to have a single meeting in December held on 15th.
F25/10/61 Anything brought to the Chairs attention after the agenda published to be noted. None.
F25/10/62 Dates of next meeting
Full CPC Meeting- Monday 10th November
Committees –Monday 24th November.

Meeting closed: 19:20.