Appendix I

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE**
**HELD ON MONDAY 28th JULY 2025 at 7pm IN THE COLYTON TOWN HALL.**

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

**F25/07/29 Apologies for absence.** Cllr Stephenson.
**F25/07/30 Minutes for the finance committee meeting held Monday 23rd June 2025 (appendix F) for approval.** Cllr Stenning proposed these be approved, seconded by Cllr Mann and agreed by all.
**F25/07/31 Matters arising from the minutes.** None.
**F25/07/32 Declaration of Interests.** None
**F25/07/33 Democratic Period.** No members of public present to speak.
**F25/07/34 Balanced Accounts for the month of June 2025 to be approved.** Cllr Mann proposed these be approved, seconded by Cllr Gardiner and agreed by all.
**F25/07/35 Accounts to be presented for payment**

**BACS** Mrs S Haines salary. **Total 1056.18 pounds.**
**BACS** Mr D Bennett salary 1428.04 mileage 275 X 0.45 123.75 fuel 24.82 VAT 4.96 stationary 4.20 Tesco 5.00. **Total 1590.77 pounds.**
**BACS** HMRC PAYE 135.80 NI Employee 50.94 NI Employer 284.81. **Total 471.55 pounds.**
**DD** Nest pensions employee 61.81 employer 56.63. **Total 118.44 pounds.**
**BACS** Cllr Mann – Dolphin street toilets Tesco – cleaning materials 11.70 Ebay – toilet rolls 19.99 Amazon – replacement soap dispenser 37.00 MKM – cleaning materials 18.02. **Total 86.71 pounds.**
**BACS** EDDC 2 X dog bin emptying 1248.00 VAT 249.60. **Total 1497.60 pounds.**
**BACS** Bradfords tools and equipment 41.45 VAT 8.29. **Total 49.74 pounds.**

Cllr Turner asked if we could claim VAT back on mileage – clerk to look into this. Cllr Parr proposed these above accounts be approved for payment, seconded by Cllr Gardiner and agreed by all.

a) Plans for CIL money. A quote of 8586.00 pounds plus VAT from Redlynch Leisure to replace some of the Wetpour surfaces at the playing fields was accepted. This was proposed by Cllr Real, seconded by Cllr Mann and agreed by all.
b) New Register of Burials book required at a cost of 205 pounds plus VAT. Cllr Mann proposed this be purchased, seconded by Cllr Real and agreed by all.
c) Request from Coly Link for 250.00 pounds. Cllr Mann proposed this be paid, seconded by Cllr Real and agreed by all.
d) Parish Council notice board. Clerk has supplied various quotes, R&H Signs have provided an option for a personalised lockable notice board for 998 pounds plus VAT. Cllr Mann proposed this be accepted, seconded by Cllr Real and agreed by all.
e) Dolphin Street toilets cleaning and equipment costs. Cllr Mann submitted a quote of 110.00 pounds a week to include all cleaning materials and toilet roll etc. Cllr Parr proposed this be accepted, seconded by Cllr Gardiner and agreed by all. Cllr Mann to submit invoices.
f) Energy prices for Rosemary Lane store. Not arrived on time.
g) Pump track. Cllr Arnott was not at the meeting so will wait for the next agenda.
h) Bus shelter at Coly Vale. Next agenda.
i) 6 yard skip required for the Council yard to clear rubbish. Cllr Mann proposed this be ordered seconded by Cllr Real but to wait for after carnival. Agreed by all.
j) Quarterly audit due. Cllr Stenning volunteered.

**F25/07/36 Handyman end of probation period.** Cllr Parr proposed the handyman should remain in post, seconded by Cllr Mann and agreed by all.
**F25/07/37 Anything brought to the Chairs attention after the agenda published to be noted.**
Cllr Stephenson is applying for a grant to set up a community radio station. Would the Council agree to the use of the Parish Council bank account to handle the funds? Cllr Parr stated that this is not written within the Councils powers, this is for a Community Radio station and not a Parish Council radio station so the Council should not handle any funds. This was agreed.
Padlock for tennis courts is broken again. Handyman to purchase new padlock.
**F25/07/38 Dates of next meeting**

Full CPC Meeting – Monday 11th August
Committees – TUESDAY 26th August (avoiding a bank holiday)

**Meeting closed: 19:20.**