

Uplyme Parish Council

55 Shearwater Way, Seaton, Devon, EX12 2FT Tel: 07413 947067

Chairman: Councillor Chris James – Vice Chair: Councillor Paulene Frost - Clerk: Ricky Neave

Minutes of the Finance meeting of Uplyme Parish Council held at the Uplyme Village Hall Committee Room on Wednesday 23/10/2019 at 4.00pm.

Present: Councillors

Councillors James, Pratt, Pullinger, Duffin, and 0 members of the public.

In attendance: The Parish Clerk, Ricky Neave

Key: Councillors Hand Vote (For-Against)

4.00pm Public Question Time

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 972 s 100.

No public attended.

Item	Agenda
19/1	Acceptance of apologies for absence Resolved: Councillor Mason gave advanced notice of retirement from the Finance Committee. Council resolved and accepted his reason for absence and retirement. The Finance Committee decided to continue with 4 members for the interim.
19/2	Dispensations Council is asked to discuss any written requests for dispensation the Clerk may have received from Councillors. Resolved: noted none received by the clerk.
19/3	To receive declarations of interests Local Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations). Resolved: noted none given.
19/4	Exclusion of the Press and Public Standing Order #1c The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. Resolved: not required.
19/5	Chairman's announcements Resolved: none given.
19/6	To receive and sign the minutes of the Finance meeting held on 12th December 2018 (Previously circulated) LGA 1972 Sch 12 para 41(1) Resolved: the minutes were approved and that they were a true record of the meetings decisions, proposed Councillor Pratt, seconded Councillor Pullinger. Vote (4-0)

19/7

Budget/Precept Six Month Report 2019/20

Resolved: the Clerk presented the actual spend to date (7 months) and estimated costs for the rest of the 2019/20 financial year as follows:

<u>Expense/Income 2019/20 (7 Months)</u>	(Apr-Oct 2019)	
Category	Cost/Income	
Salary PAYE/NI	£9,465.82	
Grounds Maintenance	£5,200.31	
Grant (S137)	£1,970.00	
May 2019 Election Costs	£1,430.99	
Insurance	£650.06	
Audit Fee	£636.00	
Registration/Subscriptions/Training	£625.89	
Millennium Copse & MTF	£485.00	
Maintenance/Buildings	£484.90	
Travel/Expenses	£313.20	
Stationery/Misc	£188.80	
Web hosting	£144.90	
Lengthsman	£120.00	
Telephone/Communication	£79.80	
Room Hire	£59.50	
Advertising	£55.00	
Bank Charges	£36.00	
Playground funds	£31.92	
	<u>£21,978.09</u>	<u>A</u>
Income		
Income Other	-£244.79	
Cemetery Fees	-£2,398.00	
VAT Return Previous Year	-£3,567.19	
Precept/East Devon Income funding	-£36,080.00	
	<u>-£42,289.98</u>	
<i>Average spend per month 2019/20</i>	<i>£3,056.59</i>	
<i>x 5 - November 2019 - March 2020</i>	<i>£15,282.95</i>	<u>B</u>
Total Expense Estimated	<u>£37,261.04</u>	<u>A + B</u>
Projected Costs (2019/20)		
Tree Felling (Mcopse - oppo Grogg Lane)	£3,060.00	
Annual Village Hall Hire (Jan 2020)	£526.50	
Total Costs 2020/21	<u>£40,847.54</u>	
inflation rate 2018 @ 2%	£816.95	
Budget 2020/21 Set	<u>£41,664.49</u>	

19/8	<p>Uplyme Parish Council Earmarked Reserves Resolved: the committee agreed and approved for recommendation to Full Council to replenish, create new and/or top existing reserves as follows:</p> <table border="1"> <tr> <td>May 2019 Election Costs (Replenish)</td><td>£230.99</td></tr> <tr> <td>Uplyme Village Safety (New)</td><td>£3000.00</td></tr> <tr> <td>Uplyme Xmas Lights (Top up)</td><td>£250.00</td></tr> <tr> <td>Playground (Top up)</td><td>£500.00</td></tr> <tr> <td>Uplyme Event/Sponsor (New)</td><td>£100.00</td></tr> </table> <p>(Proposed Councillor James seconded Councillor Duffin). Vote (4-0)</p>	May 2019 Election Costs (Replenish)	£230.99	Uplyme Village Safety (New)	£3000.00	Uplyme Xmas Lights (Top up)	£250.00	Playground (Top up)	£500.00	Uplyme Event/Sponsor (New)	£100.00				
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19/9	<p>Community Grants Resolved: the finance committee discussed, agreed and approved funding (£137) for the Community Grants for 2020/21 and recommend to Full Council the following payments for 2020/21:</p> <table> <tr> <td>£300.00</td><td>Uplyme Parish Church Magazine - £137 Grant</td></tr> <tr> <td>£520.00</td><td>King George's Field - £137 Grant</td></tr> <tr> <td>£250.00</td><td>CAB Bridport - £137 Grant</td></tr> <tr> <td>£200.00</td><td>Axe Valley Ring & Ride - £137 Grant</td></tr> <tr> <td>£100.00</td><td>Uplyme Help at Hand - £137 Grant</td></tr> <tr> <td>£200.00</td><td>LymeForward - £137 Grant</td></tr> <tr> <td><u>£1570.00</u></td><td><u>Total</u></td></tr> </table> <p>New request from TRIP Community Transport – Honiton was declined as Uplyme Parish Council already supports Axe Valley Ring & Ride in this area.</p> <p>(Proposed Councillor Duffin seconded Councillor Pratt). Vote (4-0)</p>	£300.00	Uplyme Parish Church Magazine - £137 Grant	£520.00	King George's Field - £137 Grant	£250.00	CAB Bridport - £137 Grant	£200.00	Axe Valley Ring & Ride - £137 Grant	£100.00	Uplyme Help at Hand - £137 Grant	£200.00	LymeForward - £137 Grant	<u>£1570.00</u>	<u>Total</u>
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19/10	<p>Councillors Recommendations/Comments Finance Councillors to present any views/ideas on new or existing projects and any other finance queries. Resolved: the Finance Committee discussed the new safety works that will need starting with the rebuild of the stone wall opposite Grogg Lane and extending the footpath to improve the safety for pedestrians in the village. £3000 was set aside in earmarked reserves to kick start the projects with the promise of volunteered labour to reduce costs. The Finance Committee felt that any help from DCC Highways would be hard to achieve and too costly for requested safety works around the village, as proved recently in requests.</p>														
19/11	<p>Regular, Non Regular Approval and Payments Process To discuss and note process of payments for goods/supplies for the Parish Council. (Uplyme Financial Regulations 6) Resolved: not required.</p>														
19/12	<p>Budget/Precept Setting 2020/21 Resolved: The committee discussed and approved to recommend to Full Council the following: £40,847.54 - as per costs 2019/20</p>														

	<p>£816.95 - Inflation rise based on 2% (2018) <u>£41,664.49 – Total Budget 2020/21</u></p> <p>£1,000.00 – Less cemetery income <u>£40,664.49 – Total Precept Request 2020/21</u></p> <p>(Proposed Councillor James seconded Councillor Pratt). Vote (4-0)</p>
19/13	<p>Parish Clerks Delegated Powers The Clerk will give Council details of any matters dealt with under his delegated powers since the last meeting of Council. LGA 1972 s101 Resolved: none used.</p>
19/14	<p>Items for Parish Newsletter & Notice Boards Councillors are asked to inform the clerk which items it wishes him to highlight in the parish news from the meetings minutes. Resolved: no items were highlighted.</p>
19/15	<p>Notice of items to be taken into consideration at the next meeting in 2020. Councillors are asked to highlight any further items. Resolved: Finance and Budget.</p>
19/16	<p>Date of next meeting Resolved: the Council noted that October or November 2020 (TBC) is the date of the next regular finance meeting. The Parish Council Finance Meeting will start at 5.00pm (TBC). All are welcome to attend.</p>