



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 virtual digital meeting of Uplyme Parish Council Finance held remotely on Wednesday, 18th November 2020 at 6.00pm

Present: Councillors

Councillor Pratt, James (Chair), Pullinger, Frost and **0** member of the public.

In attendance: The Parish Clerk, Ricky Neave

Key: Councillors Hand Vote (**For – Against**)

6.00pm Public Question Time

Public Bodies (admissions to meetings) Act 1960 s1 extended by the LG Act 972 s 100.

N/A

Minute - Item

20/1 - Acceptance of apologies for absence

Resolved: Councillor R Turner gave her advanced apologies of absence before the meeting due to feeling unwell. Council approved her reason of absence.

20/2 - Dispensations

Resolved: noted none received by the clerk

20/3 - 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.

20/4 - Exclusion of the Press and Public Standing Order #1c

Resolved: not required.

20/5 - Chairman's announcements

Resolved: noted none given.

20/6 - To receive and sign the minutes of the Finance meeting held on Wednesday 23rd October 2019 (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 Pullinger, seconded Councillor Pratt. Vote (4-0)

20/7 - Budget/Precept Six Month Report 2020/21

Resolved: the Clerk presented the actual spend to date (7 months) and estimated costs for the rest of the 2020/21 financial year as follows:

Finance Meeting & Budget Setting 18/11/2020

Code	Category	Actuals Apr-Oct 2020 (7 Months)	
emp1	Salary PAYE/NI	£9,282.86	
gm2	Grounds Maintenance	£5,226.13	
res11	CIL Community Infrastructure Levy	£3,771.00	
adm5	Grant (S137)	£1,570.00	
res13	Laptop & Software cover	£1,471.10	
res4	Millennium Copse & MTF	£735.00	
adm1	Audit Fee	£648.00	
adm11	Registrations/Subscriptions/Training	£390.74	
adm13	Travel/Expenses	£183.60	
adm4	Telephone/Communication	£81.94	
adm2	Bank Charges	£36.00	
adm12	Maintenance/Buildings	£11.99	
res3	Playground funds	£10.00	
adm9	Postage	£9.12	
adm15	Stationery/Misc	£5.10	
		£23,432.58	A

Code	Category	Income Apr-Oct 2020 (7 Months)	
res15	UVN - Coronavirus Prompt Action Fund	-£449.00	
inc2	VAT Return Previous Year	-£689.11	
inc5	Income Other	-£2,479.15	
inc3	Cemetery Fees	-£3,080.00	
inc1	Precept/East Devon Income funding	-£40,664.49	
		-£47,361.75	

<i>Average spend per month 2020/21</i>	<i>£3,300.65</i>	
<i>x 5 - November 2020 - March 2021</i>	<i>£16,503.25</i>	B
Total Expense Estimated	£39,935.83	A + B

Projected Costs (Nov 2020 - Mar 2021)

VAS Signs/Safety	£4,000.00
Clerk's Salary increase to (Scale 15)	£655.20

Total Budget 2021/22

inflation rate suggested @ 2%	£891.82
	£45,482.85

Less Cemetery Income 2021/22	£1,000.00
EDDC Precept Request for 2021/22	£44,482.85

20/8 - 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:

Earmarked Reserves	Total to date
Footpath Funds	2,356.34
Playground funds	1,998.03
Millennium Copse & MTF	213.52
Locality funding	660.00
Uplyme Village Safety project	3,000.00
Lengthsman	1,357.70
Neighbourhood Plan	71.02
Emergency fund	1,987.15
Community Infrastructure Levy	111.23
Laptop & Software cover	928.00
Uplyme Xmas Lights Project 2018	600.00
Uplyme Event/Sponsor project	100.00
UVN - Coronavirus Prompt Action Fund	448.98
Devon Resilience Funding	724.00
D.A.A. Project	30.00

20/9 - 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 2021/22:

Gross	Description
£300.00	Uplyme Parish Church Magazine - S137 Grant
£520.00	King George's Field - S137 Grant
£250.00	CAB Bridport - S137 Grant
£200.00	Axe Valley Ring & Ride - S137 Grant
£100.00	Uplyme Help at Hand - S137 Grant
£200.00	LymeForward - S137 Grant
£1,570.00	Total

(Proposed Councillor James seconded Councillor Pratt). Vote (4-0)

20/ 10 - 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 investment and support at Lyme Road, the Crogg Lane narrow for the public and possible solar powered VAS signs at strategic areas in Uplyme working in partnership with Devon County Council and Highways.

20/11 - Regular, Non Regular Approval and Payments Process

(Uplyme Financial Regulations 6)

Resolved: the finance committee agreed that regular payments as the Clerk's salary/expenses and Fluxy's garden services are statutory payments and routinely approved annually.

20/12 - Budget/Precept Setting 2021/22

Resolved: The committee discussed and approved to recommend to Full Council the following:

Total Budget 2021/22	£44,591.03
inflation rate suggested @ 2%	£891.82
	£45,482.85
Less Cemetery Income 2021/22	£1,000.00
<u>EDDC Precept Request for 2021/22</u>	<u>£44,482.85</u>

This includes Projected Costs of VAS Signs/Safety £4,000.00 and the Clerk's annual salary increase to (Scale 15) of £655.20.

The increase from the previous financial year 2020/21 precept (£40,664.49) is 9%

The Finance committee unanimously agreed.

20/13 - Parish Clerks Delegated Powers

LGA 1972 s101

Resolved: none used.

20/14 - Items for Parish Newsletter, LymeOnline & Notice Boards

Councillors are asked to inform the clerk which items it wishes him to highlight in the parish news from the meeting notes.

Resolved: Precept increase summary.

20/15 - Notice of items to be taken into consideration at the next meeting in 2021.

Councillors are asked to highlight any further items.

Resolved: finance, Budget and an update on the regular quarterly meetings with the Devon County Councillor and Highways partnership progress.

20/16 - Date of next meeting

Resolved: the Council noted that November 2021 (TBC) is the date of the next annual finance meeting. Please note that the Virtual Remote Parish Council Finance Meeting will start at 6.00pm (TBC) all are welcome to join by zoom. The finance meeting finished at **7.18pm**.