

## NEWTON POPPLEFORD & HARPFORD PARISH COUNCIL

Minutes of a Finance Committee meeting on  
Monday 14<sup>th</sup> November 2016 in the Surgery, Newton Poppleford at 19.00

	<p><b>Present</b> Cllrs Burhop (Chairman), Clarke, Jeffery, &amp; Tillotson</p>
	<p><b>Apologies for absence</b> - Cllr Zirker</p>
1	<p><b>Minutes</b> Minutes of the meeting held on 5<sup>th</sup> October 2016 were accepted and signed.</p>
2	<p><b>Declarations of Interest</b> There were no declarations of interest</p>
3	<p><b>Toilets</b> The Committee considered options for cleaning the toilets when Mrs Coffyn finished work. RESOLVED: that a rolling contract be taken up with Spotless Cleaning, Exmouth for cleaning the toilets at a cost of £15.00 per visit. 2 that a deep clean be carried out by Spotless Cleaning at a cost of £165.00.</p> <p>Pete Wreyford, Electrician had been asked to carry out a formal inspection and test of the electrical installation. Depending on what he found, the plumber would be asked to inspect the plumbing installation and make sure that isolator valves had been installed on each water outlet. Quotes were being requested for automatic lighting and locking.</p>
4	<p><b>1<sup>st</sup> Draft budget</b> The Committee considered the 1<sup>st</sup> draft of the budget, prepared by the Clerk and made a number of changes. The Council tax support grant would be significantly lower this year but details were not yet known. RESOLVED: 1 that the draft budget, as now amended, be recommended to the Council for adoption, including a precept of £42,500. 2 that the Clerk be asked to confirm that Councillors are covered by the insurance when they carry out grass cutting, 3 that Citizens Advice be requested to supply statistics of the number of residents from Newton Poppleford that they have helped this year. 4 that the Locum Clerk continue to follow up problems with dog bins at Webbers Meadow and Hunger Hill. 5 That arrangements be made for David Atkins (as a contractor) to deal with trees at the allotment site. 6 that a review of the heating arrangements at The Surgery be carried out.</p>
5	<p><b>Financial reporting</b> The Locum Clerk submitted details of the way in which Lympstone PC dealt with payments and reporting. RESOLVED: that this system be adopted from January 2017.</p>
6	<p><b>The Green</b> RESOLVED: that approval be given to spending £11.00 on flowers for the Green in Newton Poppleford</p>