

**Minutes of the Meeting of the Finance Committee on 19th January 2016 at 7pm
in the back room of the Village Hall**

Present: - Cllrs: - Burhop, Jeffery, Tillotson, Clarke & Zirker.	Actions
Apologies: - No apologies were received.	
In attendance: - D G Atkins (Clerk & RFO)	
2. Declarations of Interest – None.	
3. Minutes of the previous meeting held on 27th October 2015 were approved and signed.	
4.Reports Chairman's <ul style="list-style-type: none"> • Cheque signatories noted – Operational. • Microphone system update – In place and working well. • To receive the financial spreadsheets update to end of December 2015. Noted and to be referred to Full Council meeting. • Insurances and Risk Assessments – Noted – Premium paid which included the firework evening provision for 2016. • PWLB Loan repayments. Noted it was cutting down future outgoings. Resolved David Zirker to review the matter of the car park, it was considered £30.000 would be required to resurface it over a number of years. Noted a meeting with EDDC, the Clerk, Chairman, and District Cllr was to take place on 27th January 2016. • Youth Club – It was noted that a leader was required but it is hoped to launch it in the coming months April/May/June. 	
5. Budget Review and Clerks Update re. Probable Year End Head & Balance Members reviewed the budget head and included extra items of expenditure. VAS, Queens Birthday Celebrations. Harpford Hall legal fees and tree works. It was noted that due to current years underspend the above matter would not cause any alteration of the balances held.	
6. Surgery - To consider caretaking arrangements and doctors use, rent for the next two years (two yearly review and maintenance works). It was agreed that the Clerk and Cllr Burhop would meet with the Doctors to consider the matter including them taking over the electricity account. The rental would then be increased. Noted. The practice had carried out its annual inspection with the Clerk, minor issues were noted, the Clerk to bring these to the attention of the caretaker/cleaner. He also reported 2 leaks in the roof causing a stain on the ceiling of the doctors room and had asked C J Woodley to investigate further; also the footway needed to be pressure washed.	
7.Venn Ottery Green Hedge and Tree Works Resolved to carry out the tree works, as per quote and allow the resultant wood to be given free of charge to Shan Merritt acknowledging her continued help with the website updating.	

<p>8. To consider the EDDC request for the Parish Council to take on extra maintenance items, i.e car parks, grass cutting, play areas at Badger Close and Turners Close, including the toilets (new lease arrangements, cost implications). This matter was to be considered further at a meeting with the Chairman, Clerk and Cllr Ranger on 27th January 2016.</p>	
<p>9. To note the underspend on the years grass cutting and maintenance contract It was noted that the Contractor was to carry out some verge cutting which the Devon County Council were not now doing. £500.00 was the budget as a trial to establish time etc. In respect of Webbers Meadow pathways, the clerk was to advise Chris Drake of the Council's requirement for the next season.</p>	
<p>Closure - The meeting concluded at 8.35pm and the Chairman thanked everyone for their attendance.</p>	