



WILLAND PARISH COUNCIL

Clerk to Parish Council Mrs T Leaman, 11 Cornlands, Sampford Peverell,
Tiverton, Devon, EX16 7UA 01884 821736
Email: willandclerk@willandmatters.org.uk

THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE HELD ON TUESDAY 21ST DECEMBER 2010 AT WILLAND VILLAGE HALL AT 19.20

MINUTES

Present: Cllr Ursell, Cllr Phare, Cllr Mander, Cllr Crick, County Cllr Radford, Eddie Dennis (Volunteer Support), 2 members of the public

1. Apologies: Cllr Baker, District Cllr Hull

2. Matters arising

Emergency Plan committee confirmation: It was agreed that the four Chairmen (plus Parish Clerk) will form this committee – Cllr Ursell to chair.

3. 2011/12 Precept

It was agreed that the target is to hold the precept at the same level as 2010-2011; Cllr Ursell is to work with the Clerk to make the final minor adjustments before circulating to the full council prior to approval at the January Full Council meeting.

After a brief discussion about S106 funds, the committee agreed the following: S106 funds in their current form for open spaces provides limited opportunities in the village as there are limited open spaces, the requirement is for additional equipment and replacement is not allowed.

We will work with our District Councillors to attempt to change the category from “open spaces” to “enhancement and modernisation of facilities for use within the Willand community” This will exclude maintenance. If this can be agreed for future agreements, we will the seek permission to discuss with the current S106 providers to agree the change of use. This will then allow us to use the existing funds which will otherwise expire. Cllr Ursell to write to District Councillors. **Action Cllr Ursell**

Consideration of proposed Precept

The proposed precept was agreed with very minor changes.

Checks need to be made on magazine printing to ensure that the most cost effective supplier is used.

During the year, a review of our use of phones will be carried out to ensure the most cost effective solution.

Grass cutting and hedge trimming quotes

These were considered in depth and accepted
Bus shelters - This item was not discussed as it is still being considered by the Planning Committee

4. Emergency Plan

This needs to be updated and will be the responsibility of the Emergency Committee

5. Parish Plan

The Gables consultation is under way as a test for the consultation approach for the Parish Plan.

A list of sections will be circulated with the suggested order of completion. It was agreed that the first section should be establishing the need for affordable housing

6. Cemetery

Fee review - It was agreed that the proposed fees should be implemented subject to a final review by Cllr Ursell and the Parish Clerk to ensure consistency.

Action Parish Clerk/Cllr Ursell

7. Allotment

Rent review

It was agreed that the fees should be increased from January 2012 as follows:

Full plot £20 per year

Half plot £13 per year

Invoices issued in October 2011 will be adjusted to reflect the changes.

The Parish clerk is to serve the required one years notice to the Allotment Association. **Action Parish Clerk**

8. Standing Orders

Sections 3, 4 and 5

Attendees had not fully read the pre-distributed material and were asked to read and respond to the parish clerk before the next Full Council meeting. **Action**

Finance and Admin Committee

9. Village Hall Roof

Funding request - Regretfully, the Parish Council does not have the funds available to support this request. It was agreed that any remaining funds from our £750 donation allocation within the 2010-2011 precept will be donated to the village hall.

Meeting closed: 21:35

Cllr Ursell

Willand Parish Council