



WILLAND PARISH COUNCIL

Clerk to Parish Council Ms K Taylor, 40 Townlands,
Willand, Cullompton, Devon, EX15 2RS
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MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE HELD ON THURSDAY 19th MARCH 2015 AT 19:00 WILLAND VILLAGE HALL

PLEASE NOTE: All Council Meetings are electronically recorded in the interests of accuracy.

MINUTES

Present: Cllrs Wilcox, Ursell, Warren, Phare, Clerk Kate Taylor, 2 Members of the public.

1. Apologies

Cllr Mander, Cllr Grantham,

Cllr Wilcox arrived 19.15

2. Chairman's announcements

Cllr Wilcox gave her apologies for her late arrival and announced that the meeting would be recorded.

Cllr Wilcox thanked all who attended MDDC planning meeting on Wednesday 18 March and hoped there may be a positive outcome.

Questions from the Public

It was noted that the agenda didn't have the item Questions from the Public, but agreed that this should be a standing item on all agendas. **ACTION: Clerk**

Member of the public had raised a question about the circulation of the Agenda for the previous meeting and the annual precept not being printed as normal in the village Magazine. Thanked Cllr Wilcox for the precept now being available on Facebook. If this had been available to see before then the matter would not have arisen. The PC agreed that this had been an oversight and that in future years it will appear in the village magazine.

ACTION: Clerk

3. Minutes of the meeting held: Thursday 18th December 2014

Cllr Warren raised question about minute 6. He agreed it reflected the events of the meeting but that more detail would be helpful as the Gables project has developed.

This would be discussed in depth in the part 2 meeting

Proposed Cllr Ursell Seconded Cllr Phare that the Minutes approved as a true and correct record

AGREED

4. Matters arising:

Cllr Ursell will send to all Councillors details that go with Item 6 ratification of Gables accounts so that everyone has a record of what was ratified.

ACTION Cllr Ursell

Allotment fees Cemetery fees

It was agreed that the current fee information would be checked and sent out to all the Funeral Directors and Allotment Holders

ACTION: Cllr Ursell & Clerk

5. Financial review

PPE Payments It was agreed that receipts for expenditure for PPE would be provided and that the PC would make a maximum contribution of £100 a year towards this.

Willand United Charities – allotment fund balance Cllr Ursell to provide a summary of the account to be approved by the PC.

ACTION: Cllr Ursell

Ratification of new Clerks salary - Approved

6. Gables finances

Quantity Surveyor - Deferred to part 2 meeting

7. Parish Council insurance

Gables insurance – this would be due for renewal in May. It was agreed that it should be included in the Gables expenditure budget. It would be necessary to get the correct postal address for the Gables sorted with post office and MDDC.

ACTION: Cllr Ursell

Meeting closed at 19.35

Cllr Wilcox
Chair of Finance & Administration Committee