<u>Hemyock Parish Council</u> <u>Finance Committee Meeting</u> <u>held in Forbes Lounge, Parish Hall at 2.00pm on 24th July 2018</u>

Subject	Action
1. <u>Present</u>	
Mr N Punnett (Chair), Mr T Barton, Miss P Lawrence, Mrs H Stallard and Mrs D Evans (Parish Clerk).	
 <u>Declarations of Interest/Dispensations</u> Mrs Stallard declared a personal interest as she is a member of Longmead Management Group. Mr Punnett declared a personal interest as he is a trustee of the Healthy Living & Activities Centre. 	
 <u>Minutes from previous meeting</u> PROPOSAL: The Finance Committee minutes of the 31st May 2018 are approved. PROPOSED: Miss Lawrence SECONDED: Mr Barton DECISION: passed (all in favour) 	
4. Matters Arising	
4.1 Longmead. The management group has agreed the new roles and responsibilities and thus £1,000 h	nas
been paid to the group.	
4.2 Bank mandate. The clerk believes Mr Povah has set up his access but will check with him and Ms Pritchard.	Clerk
5. <u>Donations/Grants</u> Blackdown Healthy Living & Activity Centre (BHLAC). The committee considered the various quotations obtained by the BHLAC to improve the parish council-owned building. <i>Double Glazing</i>	
Mr Povah has been involved in ensuring that the quotations from the various companies are to the same specification. Of the three quotations one was discounted as the energy rating was inferior. With regard to remaining two – there is a large price difference between them. The more expensive is that of a larger company, with a good track record and involves a bespoke solution. The cheaper quotation comes from a local, smaller company with bought-in windows. After much deliberation taking all the information into account, it was felt that the more expensive solution would give the council peace of mind. PROPOSAL : The finance committee recommends to full council that it should accept the quotation from Anglian Windows at a cost of £28,381 plus VAT. Mr Punnett to approach the company for possible discount to this price. PROPOSED : Mr Punnett	NP
SECONDED: Mr Barton	
DECISION: passed (all in favour). Miss Lawrence abstained from voting. Insulation	
Mr Povah has received assurance that the system is compatible with the existing insulation and therefore th	e
proposal stands. PROPOSAL : The finance committee recommends to full council that it should accept the quotation from Smart Energy at a cost of £1,833 plus VAT. PROPOSED : Mr Punnett SECONDED : Miss Lawrence DECISION: passed (all in favour).	Full council
Heating & Fuel PROPOSAL : The finance committee recommends to full council that it should accept the quotation from AC Plumbing & Heating at a cost of £17,095. Clerk to confirm if planning permission is required from MDCC ref oil tank. PROPOSED : Mr Barton SECONDED : Mrs Stallard	Full council Clerk
DECISION: passed (all in favour). Miss Lawrence abstained from voting.	
6. <u>Village Noticeboards</u> The final design and layout to be agreed by the full council at the August meeting. Clerk informed the mee that Culmstock Parish Council (Geoffrey Bass) would like to work on a joint Communities Together application. The clerk is waiting for confirmation from Clayhidon Parish Council on its requirements. Clerk to provide hard copies of the design to councillors at the August full council meeting.	clerk

	Financial Review	
7.1	Budget v Actual Financial review	
	The clerk ran through the up-to-date figures commenting on income – interest on 1-year bond had been	
	reinvested and the balance of DCC monies had been received ref pavements. Expenditure - new printer	
	purchased, tree at cemetery needing attention, cemetery audit work, legal costs of public conveniences,	
	additional expenditure for The Garages external doors. Other known expenditure – BHLAC, bridges at	
	Longmead and river, other improvements at Longmead.	
7.2	Virements	
	No virements necessary.	
7.3	Bank Reconciliation	
	Mr Punnett verified the quarterly bank reconciliation to statements, etc.	
8.	Items raised by chairman	
Nothi	ng to report.	
9.	Items raised by councillors/clerk	
9.1	Tennis Club – the clerk explained that the tennis club had received £1,600 TAP fund grant towards	
	legal fees. They have asked if the parish council will contribute £200 towards the overall fees of	
	£1,800.00.	
	PROPOSAL : The finance committee recommends to full council that it should pay	
	£200 towards the tennis club's legal fees.	
	PROPOSED: Mr Barton	
	SECONDED: Mrs Stallard	
	DECISION: passed (all in favour).	
9.2	Saturday 3 rd November Mrs Stallard has booked the main hall for a village clubs/organisations Open	
	Day. The costs to put on such an event will be approximately £250.	
	PROPOSAL : The finance committee recommends to full council that it should pay the	
	costs up to £250.00 towards putting on a village clubs and organisations Open Day.	
	PROPOSED: Mrs Stallard	
	SECONDED: Mr Barton	
	DECISION: passed (all in favour).	
9.3	Miss Lawrence has commenced work on a project action plan. More information to follow.	
1(D. Date of next meeting Tuesday 16 th October at 10am, Forbes Lounge	

Meeting closed at 4.10pm

Signed......Date.....