



**Finance and Policy Minutes
19th June 2018**

Public Session (10 minutes) No members of the public were present.

Present Cllr Arnold (Chairman), Willis, Wimberley, Austin and Hodges,

Apologies Cllrs Payne, Cardew and Dodd

Dispensation requests None

The Chairman opened the meeting at 7.10pm

No	Topic	Discussion points	Outcome/action
1.	Elect a Vice Chairman	The committee was formed at the Annual Council meeting and required to elect a vice chairman.	Proposal: Cllr Hodges Proposer: Cllr Austin Seconder: Cllr Wimberley Carried
2.	Approve draft minutes dated 20.3.18	Circulated with the agenda.	Proposal: Approved as a true record Proposer: Cllr Willis Seconder: Cllr Wimberley Carried.
3.	Matters arising not on the agenda – for report only	The Clerk reported: 1. Bowring Building acquisition. Maureen Jenkin, Solicitor, has been instructed to draft a letter to Devon County Council to start negotiating transfer terms. 2. Grants 2018/19 1 st round. All awards are paid except for 50.00 to Craft Collective because bank details were still awaited.	Noted. Noted.
4.	General Data Protection Regulation Discuss policy to recommend to full Council	The Clerk stated that although the Council is required to have a policy it is recognised that local councils are required to hold data to be able to conduct business. Information on how best to proceed is still being communicated through DALC.	It was agreed to carry this item forward to the next meeting.
5.	Grants 2018/19 – 2nd round Confirm grant deadline date and process	The 1 st round deadline was a month later than usual. The Clerk confirmed the Committee are happy for the 2 nd round to be publicised with the 31 st July as the deadline.	The Clerk will advertise the 2 nd round grant process in News In Moreton with 31 st July deadline date.
6.	Grants for Parish Councils/ community groups (i) Devon County	The Clerk outlined grants as follows: (i) DCC enhancement grant.	Cllrs Willis, Hodges and the

	<p>Council – Highway Maintenance Community Enhancement fund</p> <p>(ii) The Police and Crime Commissioner Small Grant Scheme</p> <p>(iii) Invest In Devon</p>	<p>Available to Parish Councils for projects such as pot holes, grass cutting, protective equipment and drainage clearing. This includes up to 50% of contractor costs. Councils that have Road Wardens take priority but the grant is available to all.</p> <p>(ii) Councils can apply for up to 2,500 for initiatives tackling anti-social behaviour. Applications need to be supported by lead Local Councillor</p> <p>(iii) Following the last Council meeting the Clerk contacted County Cllr Jerry Brook requesting a grant towards the costs of maintenance work planned for the War Memorial.</p>	<p>clerk will meet and review any requirements within the parish with a view to recommending a project.</p> <p>Noted.</p> <p>Cllr Jerry Brook confirmed he thought it was appropriate to apply for 500.00 towards costs of the maintenance work on the War Memorial.</p>
7.	<p>War Memorial maintenance Consider quotes for cleaning and repainting</p>	<p>The Clerk reported that the War Memorial's Trust grant was not guaranteed and would take too long to process in time for the maintenance work to be done before November. Two similar quotes from local stonemasons had been received in the region of 550.00 for the lettering renewal and 800.00 for specialist cleaning. The Clerk requested to proceed with Williams and Triggs who are familiar with the monument. A grant from Invest in Devon of 500.00 looked promising and the Clerk would make other funding investigations but was concerned about lead time.</p>	<p>Proposal: to recommend to full Council that Williams and Triggs are instructed to carry out the required work as quoted and that the Clerk continues to investigate funding options Proposer: Cllr Austin Seconder: Cllr Arnold Carried</p>
8.	<p>Audit 2017-18</p>	<p>The Clerk reported that all the required paperwork has been sent to the auditors and that the Council had been selected for an intermediate review.</p>	<p>Noted.</p>
9.	<p>Clerk's annual leave Agree financial arrangements for holiday cover</p>	<p>The Chairman and Clerk had discussed arrangements for the Clerk's holiday in September/October which included a full Council meeting. Both thought it advisable to recruit a locum to cover the meeting and draft minutes. The Clerk contacted Lucy Bruckner, Drewsteignton Parish Clerk, who agreed to cover.</p>	<p>Proposal: to recommend to full Council that Lucy Bruckner is recruited as a locum and paid 11.50 for a maximum of 10 hours plus the usual mileage allowance to and from the meeting. Proposer: Cllr Austin Seconder: Cllr Hodges Carried</p>
<p>Signed:</p>			<p>Date:</p>