

**Sandford Parish Council Finance Committee held at the Sandford Sports Pavilion  
on Wednesday 30<sup>th</sup> October at 2024 7.30pm**

Present – Cllrs S Miles (Chair) D Hope, P Larcombe, J Stephens and R Ward (Ex Officio)

1. Apologies – None
2. Minutes of the Meeting held on 24<sup>th</sup> June 2024 – The Minutes, which been circulated ahead of the Meeting, were confirmed
3. Matters arising from the Minutes :-

a) Purchase of Stationery needs and in particular Ink Cartridges

This matter had been discussed in detail at the last meeting of the Finance Committee.

At the 3<sup>rd</sup> October 2024 meeting, of SPC Cllr P Sandys, had raised his concerns over “the apparent excessive” use of ink cartridge by the Clerk.

It was pointed out that its use was determined by what Council Business was being discussed at the time.

It was also pointed out that the current printer was only a modest one purchased from a Supermarket for home use.

Cllr Ward felt there was a need to purchase a Jet Ink Printer for long term use and this was agreed.

In the meantime, the Clerk agreed to keep a record of the printing use.

4) Review of Signatories update – The new paper Mandate form had been completed and sent off to Lloyds Bank. Once in place Mike Snow would be deleted. Richard Ward and Malcolm Vallance would be added to the other three Signatories Shuana Miles, Jim Stephens and Richard Stoye.

It was agreed that FIVE Signatories were adequate to serve the needs of SPC.

5 ) Parish Council Accounts to 31<sup>st</sup> March 2024

Update from External Auditor – During the Summer months a number of questions had been raised.

These had centered around the Council’s Assets (which had been reviewed in the year 2023/2024).

The Accounts yet had to be Signed off.

6) Review of Bank Balances 30<sup>th</sup> September 2024

Lloyds Bank ( Bank Statements received to 15<sup>th</sup> September 2024)

Deposit Account	£24132.08	
Current Account	£500.00	
Pavilion Account	£884.80	
Term Account (£20K)	£20,00.00	
Short Term	£10169.72	TOTAL £55686.60

Since the 30<sup>th</sup> September 2024 the 2<sup>nd</sup> half year 2023/2024 Precept of £16637.50 had been received.

This meant that the current Bank balance stood at £72K

Discussion took place on likely financial needs in the current year as it was appreciated this was only half year :-

Footpath – Once the legal “Gifting” of the land had been completed the planned Footpath Works would commence. This would be financed by the £15K agreed by Sandford Parish Council, plus the amount being covered by DCC (PROW).

Cllr Ward and Stephens agreed to circulate the Quotation covering the Parish Council share of the costs.

Cllr Ward pointed out that the Footpath needed to be looked as a part of a larger picture. This could include the Proposals for the Footpath to Pedlars Pool, and hopefully an ongoing link to the proposed Crediton Cycle/Footpath.

Parish Lengsthman – The removal of the Parish Lengsthman, by DCC to save money, was agreed false economy as there was still a need in the Parish for the duties that had been carried out.

A suggestion was made that the Parish should engage and finance a Sandford Parish Lengsthman This had previously been suggested by Parishioners.

Cllr Ward reported that Newton St Cyres had appointed Road Wardens under the DCC Road Warden Scheme which seemed to serve their purpose. Under the R W Scheme DCC provided training, equipment etc

It was pointed out that Sandford had tried to find Parishioners willing to take on this Post without success.

A suggestion was made that Sandford should re double their efforts to find a Road Warden or Road Wardens ?

Duties could be increased to include Parish Lengsthman duties for which they would be remunerated ?

Cllr Ward felt there were two interested Parishioners and would formally approach them.

In the meantime, the Clerk was asked to contact DCC for more details of the Road Warden Scheme.

Shute Stream – It was agreed to engage a Professional Contractor to clear out the Stream. Cllr Stephens would discuss this with the Munday Family.

Neighbourhood Plan – The current years Precept included £1000 and part of this would be used to publicise the outcome of the recent Public Event and the way forward.

It was agreed it would be necessary to use part of any Grant funding to cover Secretarial Assistance.

Discussion took place as to whether the NHP would be covered as an undertaking for the Project Committee, a Sub Committee of the Project Committee allowing others to be Co-opted and be part of the discussion, or a Parish Council stand-alone Project ?

- 7) Pre discussion on the 2025/2026 Precept - Need to discuss any current Committees Underspend for 2024/2025, and request Budget details for 2025/2026

It was agreed that the Finance Committee would meet to discuss the draft Precept for 2025/2026 at the next Meeting.

In the meantime, the Clerk was asked to contact each of the SPC Committees regarding :-

- a) 2024/2025 - to ask them to review their current Budget as to the likely expenditure in the current year ?
  - b) 2025/2026 - to request their Budget requirements.
- 8) The items discussed would be raised with SPC at the next Meeting on 7<sup>th</sup> November 2024
  - 9) Date of next Meeting – 7.30pm on Monday 25<sup>th</sup> November at the Pavilion.