

# NORTH TAWTON TOWN COUNCIL

Town Clerk:  
Rosalind Rice

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Minutes of the meeting of the North Tawton Town Council Finance Committee held at the Council Office on **Monday 14<sup>th</sup> December 2015 at 7.30 pm.**

Present: Cllr M Kennedy Cllr I MacLeod (Chairman)  
Cllr I Palmer Cllr Ms J Trehitt  
Cllr S Whiteley

In attendance: Cllr Mrs C Burrow and Cllr M Fisher

One member of the public was present.

1. **Apologies for Absence** – No apologies for absence were received. Cllr Mrs K Tizzard was not present.

2. **Declarations of Interests** – None were made at this stage.

3. **Budget 2016/17.**

Members considered the budget for the next Financial Year, with a view to recommending a precept to full Council at their meeting on the 12th January 2016.

Members were circulated a Draft Budget 2016/17 and also informed the predicted income and expenditure for remaining 3 months of the financial year. Members considered the draft budget, line by line.

After some discussion it was agreed to recommend to the full Council setting the precept request from West Devon Borough Council for the year 2016/17 of £98,582.

4. **Procurement of Audit for Smaller Authorities (annual income less than £6.5 million) and the new Sector Led Body (SLB)**

The new arrangements for Audit, previously circulated, was discussed. Concern was raised that there was no indication of the cost of the new SLB.

After some discussion it was agreed, that Mrs Jill Hicks should continue as our internal auditor, that we should not opt out of the SLB, subject to costs. The Clerk was requested to contact DALC to ascertain the potential costs.

Cllr W Whiteley abstained.

5. **Workplace Pensions**

Cllr M Fisher updated the Committee regarding the Workplace Pensions automatic enrolment. Offering a Workplace Pension is mandatory. Cllr Fisher had done some research regarding various pension providers, and he concluded that, in his opinion NEST (National Employment Savings Trust), set up by the Government, was the best option. It is free to join, is fully compliant, and will continue to be fully compliant.

A payroll system is required to be compliant with the Workplace Pension. The Clerk had done some research and had trialled a system "Brightpay", which is free for businesses employing up to 3 people. The system is fully compliant and Real Time Information, (RTI) which means that employers and pension providers will tell HMRC about PAYE payments at the time they are made as part of their payroll process.

After some discussion it was resolved that the pension provider should be NEST, and from 1<sup>st</sup> April 2016 use the Brightpay payroll system.

**6. Urgent matters**

Cllr I MacLeod said he had been to a meeting organised by RES regarding the road closure from De Bathe Cross to Whiddon Down.

Cllr I MacLeod said that the Chapel of Rest roof needs to be renewed, but that he felt that another use for the building should be explored before committing monies to the roof replacement.

Cllr I MacLeod was concerned about the ownership of the boundary wall between the Church Yard and No 7 Exeter Street, as repairs to this wall needed to be carried out.

The meeting closed at 8.45 pm.