

**CROXLEY GREEN PARISH COUNCIL**

NOTES OF A MEETING OF THE  
**FINANCE AND ADMINISTRATION COMMITTEE**  
HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 10 MARCH 2011

Present: Cllr Shafe – In the Chair  
Tim Perkins (Abbots Langley Parish Council) - Clerk  
Cllr Mark Saxon – Office Manager

Cllrs Bennett, Hollands, Martin and Norman

Voting Members: 5

In Attendance: Cllrs Bains, Brading, Brand, Dann, C Jefford, Seeley, Vassiliou, and Wynne-Jones

Public: 1

*The Chair indicated that Mr Tim Perkins was a certified Clerk and was in attendance to ensure the meeting was held in accordance with legislation and the Councils Standing Orders.*

FA694/11 Apologies for Absence

Apologies had been received from Cllrs Birch and Seabourne.

FA695/11 Declaration of Interests

Cllr Norman declared an interest in item FA700/11 Redheath Archers.

FA696/11 Representations from the Public

Mr Michael Robinson, from the Redheath Archers gave a presentation to the Committee regarding his grant application. FA700/11 refers.

FA697/11 Minutes

Proposed by Cllr Martin and seconded by Cllr Norman

**Resolved:**

- that the Minutes of the meetings held on Thursday 10 February 2011 be approved and be signed by the Chairman.

FA698/11 Matters Arising

Cllr Brading asked if the company erecting the mobile phone antenna opposite Croxley Station could be contacted to see if they would be prepared to place a fitting or light on it to match the existing Christmas Lights on the adjacent lamp posts.

**Email sent via TE Electronics website – Awaits reply**

Cllr Brand asked about the PCSO roster and their attendance in Croxley.

FA699/11 Monthly Accounts

The Office Manager gave members an overview of the monthly expenditure for month 11 (February).

The Office Manager thanked the Administrative Assistant for the work she had undertaken in the preparation of the accounts.

Cllr Brading indicated that Peter Brooker should be contacted regarding the Dog Waste Contract.

**Email sent to Peter Brooker / Alison Page – Reply received 14/03/2011 from Alison Page – TRDC would charge £5.20 per bin.**

Cllr Brading asked if Hertfordshire Highways had been contacted regarding the A412

roundabout. The Office Manager indicated he had contacted UK Roundabouts who have the contract to cut the grass on the roundabout but not Hertfordshire Highways.

Some concern was raised that the screening within the centre of the roundabout had been placed there deliberately to prevent headlight glare or for another safety reason.

It was decided that no contact should be made with Hertfordshire Highways at this stage.

Proposed by Cllr Hollands and seconded by Cllr Martin

**Resolved:**

- That the overspends on the individual budget headings be noted, funds be nominally vired and that the Management Accounts for Month 11 (February) be approved and be signed by the Chairman.

FA700/11 Application for a S137 Grant

The Office Manager was asked to contact Mr Robinson with the following questions:

1. Indication of Membership and other fees
2. Were course to be run in the school holidays?
3. Where was the other funding coming from?
4. Where will the funding come from for equipment for disabled children?

**Letter sent to Mr Robinson 11.3.11 – Awaits reply.**

FA701/11 Grass Area between Council Office and Community Centre

It was proposed by Cllr Hollands & seconded by Cllr Martin that the sum of £42.50 be sent to Three Rivers District Council to obtain the Certificate of Lawful Development.

**Resolved:**

- Approved

FA702/11 Closure

There being no further business, the Chairman closed the meeting at 8.35pm.