

CROXLEY GREEN PARISH COUNCIL

**MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
ON THURSDAY 10 OCTOBER 2013**

Present: Cllr Mitchell – In the Chair David Allison – Clerk to the Council

Cllrs Bennett, Jordan, Seeley and Shafe

Voting Members: 5

In Attendance: Cllr Ridley

Members of the Public: 2

FA927/13 Apologies for Absence

Apologies had been received from Cllr Edmunds.

FA928/13 Declaration of Interests

The Chairman recommended that any declarations of interest be made, if necessary, throughout the meeting.

FA929/13 Representations from the Public

Representations were made by the Croxley Guild of Sports and Social Club in respect of Agenda Item FA933/13 (S137 Grant Application). It was stated that there had been a lot of misinformation of late in the press and via emails about the Guild of Sports regarding the changes that have recently been introduced but the fact remains that the Club had acted correctly in managing the changes.

It was reported that three pitches were under utilised and that the footballer players had not been members of the club and were only charged in respect of maintenance of the grounds. This was resulting with the Guild suffering financially but they have been holding events in order to underpin its financial position. It was with this background that the Chess Valley Rugby Club was approached. Currently two pitches are now used for rugby and one pitch remains as a football pitch for senior and youth teams. The changes however had resulted in unfortunately displacing 47 footballer players whereas now 109 rugby players are benefitting from the Guild's facilities.

It was pointed out that rugby etiquette requires the home team to provide a meal for its team and opponents hence the necessity to upgrade the kitchen facilities as put forward in the Grant Application.

The Chairman thanked the member of the public for their representation and proposed to the meeting that Agenda item FA933/13 S137 Grant Application be moved up the Agenda under Standing Order 9.1.6. The proposal was agreed.

FA933/13 S137 Grant Application from Croxley Green Guild of Sport

The Chairman introduced this item and invited members to comment on the Grant Application for £5,000 for a kitchen upgrade. A Cllr commented that whilst he supported the grant application could the Clerk advise what budget was available for such an application. The Clerk advised that from the original budget £500 was available.

A Cllr pointed out that the Council supports a number of other activities in Croxley such as the Revels and Croxfest and partially funds the Village Hall and he was in full support of this application. It was commented that the other activities the Council support were of wider benefit to residents than the application being considered which was a little more restrictive but consideration of awarding grants on a comparative basis was not a particularly helpful approach and it should be considered on its own merits.

A number of questions were raised for clarification about the efforts being made by the Club to raise funds which would be by events, membership fees and more people using the club facilities.

It was made clear that the proposals for the kitchen upgrade did not involve any building works that would require planning permission and that the expected life of the new facility would be about ten to fifteen years.

It was put forward that whilst noting the available grant budget that a recommendation should be put to Council that consideration should be given to match fund for the kitchen equipment.

RESOLVED:

- That subject to ratification by Council and available finance a grant of £3,750 be awarded towards the cost of kitchen equipment subject to the production of appropriate invoices.

FA930/13

Minutes

Resolved:

- That the Minutes of the meeting held on Thursday 12 September 2013 be approved and be signed by the Chairman.

FA931/13

Matters Arising

There were no matters arising.

FA932/13

Monthly Accounts

There was an adjournment to allow Cllrs the time to peruse the accounts for month 6 (September).

The Clerk brought to Members attention:

4001/101 Salaries & Wages (£11,363) – which, as reported in the Minutes of the last meeting, related to the fact that the cheque to Watford Borough Council for Augusts' salary payments was not cashed until September so month 6 includes two months of salary payments.

4038/101 Maintenance Contracts (£0) – the Actual Year to Date expenditure showed £1,449 and the necessary journal to recode this to 4038/103 had yet to be made.

4071/103 Maintenance – Tractor (£259) – which related to a new inner tube for a tractor tyre.

4072/103 Maintenance – Ride on Mower (£239) – which related to two separate punctures for the Kubota.

4049/203 Dog Hygiene - £1,305 – which related to two months of dog waste collections.

The following matters were also raised:

1051/102 Advertising Income (£0) – it was reported that the invoices have only recently been sent out and the income is awaited but it was to be noted that with only one publication this year the advertising income will fall short of the budgeted figure.

4048/203 Plant, Shrubs & Trees (£0) - it was noted that there is no expenditure as yet versus the budget of £1,000.

4699/203 Stones Orchard Fund (£0) - it was noted that there is no expenditure as yet versus the budget of £3,000. The Clerk added that discussions about this had been held elsewhere and proposals are awaited.

1082/299 E&A Capital & Projects Income (£0) – it was noted that there was £320 expenditure on purchasing caddy liners but there was as yet no income shown. The Clerk advised that this was pending.

4047/301 Footpath Maintenance (£0) – it was noted there was a budget provision for £1,000 to which the Clerk stated that this is a contingency figure which could be offset by grant if works were required.

4702/302 Community Bus (£0) – it was noted that for month 6 there was no expenditure to which the Clerk advised that at the time of preparing the accounts the invoice had not been received.

Resolved:

- That the Management Accounts for months 6 (September) be approved and be signed by the Chairman.

FA933/13 S137 Grant Application from Croxley Green Guild of Sport

This item was discussed earlier in the meeting – see above.

FA934/13 Christmas Tree outside Barton Way Library

The Chairman introduced this item and asked Cllr Bennett to elaborate. Cllr Bennett referred to his paper circulated with the Agenda and stated that there was £1,700 in the budget supplemented by a £100 Locality Grant from County Councillor Steve Drury so £1,800 was available for this project. However, permission had not been granted by Highways to make an electrical connection to the adjacent lamp post so an alternative source of power had to be found and a quote obtained. Cllr Bennett continued that Watford Borough Council who were co-ordinating this project had received a quote from their contractors of £2,916.20 (ex VAT) so to proceed with this project additional funding would be required.

It was noted that this is a one off installation cost.

Resolved:

- That a recommendation be made to Council for additional funding of £1,310.

FA935/13 Closure

There being no further business, the Chairman closed the meeting at 8.41pm.