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Community Way
Croxley Green
Rickmansworth
Hertfordshire WD3 3SU

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
ON THURSDAY 12 JANUARY 2017 at 8.00pm

Present: Cllr Mitchell – In the Chair
David Allison – Clerk to the Council
Ryan Bennett – Administrative Assistant
Cllrs Bains, Edmunds & Gallagher.
Voting Members: 4
Not Present: Cllr Hollands
In Attendance: Cllr Saxon

The Clerk raised a point of order, under Standing Order 9.1.14, that the members consider a nomination for the Hazel Seeley award that had been submitted to the Parish Council past the deadline of January 6 (see attached).

This was agreed and added to the agenda under item FA1224/17.

FA1218/16 Apologies for Absence

Apologies had been received from Cllr Wynne-Jones.

FA1219/16 Declaration of Interests

The Chairman recommended that any declarations be made at the time.

FA1220/16 Representations from the Public

There were no representations made.

FA1221/16 Minutes

Resolved:

- That the Minutes of the meeting held on Thursday 8 December 2016 be approved and be signed by the Chairman

FA1222/16 Matters Arising

There were no matters arising.

FA1223/16 Monthly Accounts

The Chairman introduced this item and asked the Clerk to elaborate.

The Clerk advised although the Management accounts were for Month 9 (December) there were some invoices for Month 10 that would need to be authorised at this meeting in the interest of expediency as the next Finance and Administration Committee meeting was not for another month. The Clerk brought Members attention to:

4019/101 Consultancy Fees (£3910) – This relates to a recoding.

4027/101 Computer Software & IT (£450) – This relates to a payment of £200 to Oaklands Computer Services & a payment of £250 to KVA Digital for web hosting.

At this point Cllr Bains declared a pecuniary interest in the payment to Oaklands Computer Services.

4046/101 Equipment Purchased (£55) – This payment relates to the purchase of an

automatic coin counter.

1200/107 Chairman's Charity Income (£280) – This refers to the banking of donations for the Chairman's Charities.

4610/211 St. John's Ambulance (£46) – Relates to a payment made to the St. Johns Ambulance for the provision of first-aiders at the New Year's Eve Firework event.

4940/299 E&A Local Producers Market (£545) – In relation to the payment made to the Chiltern Brass Band and Lamps and Tubes for the work carried out at the Christmas Market.

1082/299 Brown Bin Caddy Liners (£45) – This relates to the income received from the sale of the brown bin caddy liners.

4965/399 Community Plan Development P&D (£4130) – Refers to the recoding made from 4019/101.

Resolved:

- That the Management Accounts for Month 9 be signed by the Chairman.
- That the Schedule of Payments for Month 9 be approved and signed by the Chairman.
- That the payments listed on the Schedule of Payments for Month 10, January 2017, be approved and signed.

FA1224/17

Hazel Seeley Award Nominations

The Chairman introduced this item and took members through the submitted nominations (see attached).

The committee reviewed the nominations and after a discussion it was agreed that Mr Keith Alford & Mrs Pauline Batten be recommended to Council as recipients for the Hazel Seeley Award 2017.

Resolved:

- That Keith Alford & Pauline Batten be presented with Hazel Seeley Award 2017 subject to ratification from Council.

FA1225/16

Budgets 2017/18

The Chairman introduced this item and referred to the draft budget circulated with the Agenda.

The Clerk informed the committee that no changes had been made by any committee through January and as such the draft figures were the same as had been agreed at the Council meeting of December 15.

Resolved:

- That the budget in its current form be referred to Council for ratification.

FA1226/16

Closure

There being no further business, the Chairman closed the meeting at 8:31pm

Summary Income & Expenditure by Budget Heading 31/12/2016

Month No : 9

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
<u>Finance & Administration</u>							
Expenditure	-2,296	93,518	249,138	155,620	0	155,620	37.5 %
Income	280	290,001	292,938	-2,937			99.0 %
Net Expenditure over Income	-2,576	-196,484	-43,800	152,684			
<u>Environment & Amenity</u>							
Expenditure	5,663	24,342	31,900	7,558	0	7,558	76.3 %
Income	190	3,905	600	3,305			650.8 %
Net Expenditure over Income	5,473	20,437	31,300	10,863			
<u>Planning & Development</u>							
Expenditure	4,130	12,896	21,750	8,854	0	8,854	59.3 %
Income	0	4,104	1,000	3,104			410.4 %
Net Expenditure over Income	4,130	8,792	20,750	11,958			
<u>INCOME - EXPENDITURE TOTALS</u>							
Expenditure	7,497	130,756	302,788	172,032	0	172,032	43.2 %
Income	470	298,010	294,538	3,472			101.2 %
Net Expenditure over Income	7,027	-167,255	8,250	175,505			

Month No : 9

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>Finance & Administration</u>							
<u>101</u>	<u>General Administration</u>						
4001	0	17,705	80,000	62,295		62,295	22.1 %
4008	0	0	500	500		500	0.0 %
4009	0	1,136	1,300	164		164	87.4 %
4010	0	1,493	0	-1,493		-1,493	0.0 %
4011	312	2,803	2,900	97		97	96.7 %
4012	0	1,027	560	-467		-467	183.4 %
4013	0	0	110	110		110	0.0 %
4014	0	884	3,000	2,116		2,116	29.5 %
4016	71	986	1,400	414		414	70.4 %
4017	0	0	270	270		270	0.0 %
4019	-3,910	1,980	2,700	720		720	73.3 %
4020	95	426	400	-26		-26	106.4 %
4021	113	1,193	1,600	407		407	74.5 %
4023	64	1,345	4,000	2,655		2,655	33.6 %
4025	0	3,816	3,900	84		84	97.9 %
4027	450	4,851	2,500	-2,351		-2,351	194.0 %
4030	0	1,938	2,500	562		562	77.5 %
4036	0	542	400	-142		-142	135.5 %
4046	55	103	0	-103		-103	0.0 %
4055	2	2	0	-2		-2	0.0 %
4156	0	0	1,000	1,000		1,000	0.0 %
4157	0	378	910	532		532	41.5 %
4158	0	0	880	880		880	0.0 %
	-2,748	42,607	110,830	68,223	0	68,223	38.4 %
	General Administration :- Expenditure						
1001	0	0	10	-10			0.0 %
1076	0	284,021	284,021	0			100.0 %
1083	0	4,277	4,277	0			100.0 %
1090	0	-4	30	-34			-12.2 %
	0	288,294	288,338	-44			100.0 %
	General Administration :- Income						
	-2,748	-245,687	-177,508	68,179			
	Net Expenditure over Income						
<u>102</u>	<u>Local Democracy</u>						
4024	0	7,279	7,400	121		121	98.4 %
4033	0	1,620	3,400	1,780		1,780	47.6 %
4201	0	-166	500	666		666	-33.2 %
4251	0	0	5,000	5,000		5,000	0.0 %

Month No : 9

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4300 Events - Revels on the Green	0	0	350	350		350	0.0 %
Local Democracy :- Expenditure	0	8,733	16,650	7,917	0	7,917	52.4 %
1051 Advertising Income	0	0	1,600	-1,600			0.0 %
Local Democracy :- Income	0	0	1,600	-1,600			0.0 %
Net Expenditure over Income	0	8,733	15,050	6,317			
103 Groundworks							
4001 Salaries & Wages	0	9,495	57,200	47,705		47,705	16.6 %
4006 Protective Clothing	0	915	340	-575		-575	269.1 %
4008 Training	0	1,245	500	-745		-745	249.0 %
4010 Misc Staff Costs	54	439	730	291		291	60.2 %
4012 Water Rates	0	0	700	700		700	0.0 %
4017 Health & Safety	0	2	500	498		498	0.4 %
4018 Refuse/Green Waste Disposal	0	104	0	-104		-104	0.0 %
4036 Property Maintenance	0	0	500	500		500	0.0 %
4037 Grounds Maintenance	0	494	1,500	1,006		1,006	32.9 %
4038 Maintenance Contracts	0	0	2,000	2,000		2,000	0.0 %
4040 Small Tools	0	9	0	-9		-9	0.0 %
4041 Equipment Hire	0	138	0	-138		-138	0.0 %
4042 Equipment Maintenance	11	11	1,500	1,489		1,489	0.8 %
4046 Equipment Purchased	309	354	500	146		146	70.9 %
4051 Vehicle License & Insurance	0	1,833	2,500	667		667	73.3 %
4055 Fuel & Oil - LS08 WCP	78	822	1,000	178		178	82.2 %
4060 Fuel & Oil - Groundworks	0	220	840	620		620	26.2 %
4070 Maintenance - LS08 WCP	0	793	560	-233		-233	141.7 %
4071 Maintenance - Tractor	0	0	1,100	1,100		1,100	0.0 %
4072 Maintenance - Ride on Mower	0	401	500	99		99	80.3 %
Groundworks :- Expenditure	452	17,277	72,470	55,193	0	55,193	23.8 %
Net Expenditure over Income	452	17,277	72,470	55,193			
107 Grants (incl S137)							
4200 Councils Charity Expenditure	0	0	3,000	3,000		3,000	0.0 %
4260 Community Hall Membership	0	8,988	8,988	0		0	100.0 %
4711 Grants, Permitted & Section 137	0	1,663	6,500	4,837		4,837	25.6 %
4871 Tfr from Capital Fund	0	0	-5,000	-5,000		-5,000	0.0 %
Grants (incl S137) :- Expenditure	0	10,651	13,488	2,837	0	2,837	79.0 %
1200 Chairmans Charity Income	280	1,707	3,000	-1,293			56.9 %
Grants (incl S137) :- Income	280	1,707	3,000	-1,293			56.9 %
Net Expenditure over Income	-280	8,944	10,488	1,544			

CDM

Month No : 9

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
199 F & A Capital & Projects							
4823 Tfr to Vehicle Repl Fund	0	0	4,000	4,000		4,000	0.0 %
4824 Tfr to Equipt Repl Fund	0	0	3,000	3,000		3,000	0.0 %
4872 Tfr from Depot Extension Fund	0	0	-3,000	-3,000		-3,000	0.0 %
4902 CAP F & A Depot Extension	0	0	3,000	3,000		3,000	0.0 %
4963 F&A Project - PCSO	0	14,250	28,500	14,250		14,250	50.0 %
4973 Annual Civic Award	0	0	200	200		200	0.0 %
F & A Capital & Projects :- Expenditure	0	14,250	35,700	21,450	0	21,450	39.9 %
Net Expenditure over Income	0	14,250	35,700	21,450			
Finance & Administration :- Expenditure	-2,296	93,518	249,138	155,620	0	155,620	37.5 %
Income	280	290,001	292,938	-2,937			99.0 %
Net Expenditure over Income	-2,576	-196,484	-43,800	152,684			
Environment & Amenity							
202 The Green							
4044 Fly Tipping	0	0	500	500		500	0.0 %
The Green :- Expenditure	0	0	500	500	0	500	0.0 %
Net Expenditure over Income	0	0	500	500			
203 Open Spaces & Trees							
4048 Plants. Shrubs & Trees	0	0	500	500		500	0.0 %
4049 Dog Hygiene	4,752	9,881	10,000	119		119	98.8 %
4699 Stones Orchard Fund	0	0	2,500	2,500		2,500	0.0 %
4883 Tfr from Stones Orchard Fund	0	0	-2,500	-2,500		-2,500	0.0 %
Open Spaces & Trees :- Expenditure	4,752	9,881	10,500	619	0	619	94.1 %
1084 Dog Bag Donations	0	0	200	-200			0.0 %
Open Spaces & Trees :- Income	0	0	200	-200			0.0 %
Net Expenditure over Income	4,752	9,881	10,300	419			
211 Events							
4602 Events - Quiz Night	0	0	50	50		50	0.0 %
4605 Events - Christmas Lights	0	7,622	8,500	878		878	89.7 %
4610 Events - Fireworks on Green	46	46	5,000	4,954		4,954	0.9 %
4611 Events - Senior Citizens Trip	0	1,050	1,200	150		150	87.5 %
4615 External Xmas Tree - Library	0	541	500	-41		-41	108.3 %
4617 Wassail	0	0	150	150		150	0.0 %

Month No : 9

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4618 Dog Show	0	0	200	200		200	0.0 %
4619 Local Travel Map	0	0	1,000	1,000		1,000	0.0 %
4620 Bird Boxes	0	0	150	150		150	0.0 %
4621 Ponds	0	-680	0	680		680	0.0 %
4622 Poppies on the Green	0	250	250	0		0	100.0 %
4623 Remembrance Day Brass Band	0	300	250	-50		-50	120.0 %
4624 The Great Pram Race	0	0	500	500		500	0.0 %
4884 Tfr from Local Travel Map Res	0	0	-1,000	-1,000		-1,000	0.0 %
Events :- Expenditure	46	9,129	16,750	7,621	0	7,621	54.5 %
1077 Grants and Donations Received	0	2,915	0	2,915			0.0 %
Events :- Income	0	2,915	0	2,915			
Net Expenditure over Income	46	6,214	16,750	10,536			
<u>221</u> <u>M S C</u>							
4042 Equipment Maintenance	0	0	1,000	1,000		1,000	0.0 %
M S C :- Expenditure	0	0	1,000	1,000	0	1,000	
Net Expenditure over Income	0	0	1,000	1,000			
<u>299</u> <u>E & A Capital & Projects</u>							
4883 Tfr from Stones Orchard Fund	0	0	-1,000	-1,000		-1,000	0.0 %
4885 Tfr from Comm.Tree Plaques Res	0	0	-1,460	-1,460		-1,460	0.0 %
4932 CAP E & A - War Memorial Refur	0	0	200	200		200	0.0 %
4933 CAP E & A - Stones Orchard Inf	0	0	1,000	1,000		1,000	0.0 %
4938 Brown Bin Caddy Liners	320	640	250	-390		-390	256.0 %
4940 E & A Local Producers Market	545	566	300	-266		-266	188.7 %
4941 Commemorative Tree Plaques	0	0	1,460	1,460		1,460	0.0 %
4969 Canal Adoption Scheme	0	0	400	400		400	0.0 %
4972 WW2 Ve/VJ Commemorative Servic	0	0	2,000	2,000		2,000	0.0 %
4975 Defibrillators (Purchase)	0	3,649	0	-3,649		-3,649	0.0 %
4976 Defibrillators (Maint.)	0	477	0	-477		-477	0.0 %
E & A Capital & Projects :- Expenditure	865	5,332	3,150	-2,182	0	-2,182	169.3 %
1082 Brown Bin Caddy Liners	190	990	400	590			247.5 %
E & A Capital & Projects :- Income	190	990	400	590			247.5 %
Net Expenditure over Income	675	4,342	2,750	-1,592			
Environment & Amenity :- Expenditure	5,663	24,342	31,900	7,558	0	7,558	76.3 %
Income	190	3,905	600	3,305			650.8 %
Net Expenditure over Income	5,473	20,437	31,300	10,863			

Planning & Development

CAM

Month No : 9

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
301 Roads & Street Furniture							
4043 Salt Bins/Salt	0	0	500	500		500	0.0 %
4047 Footpath Maintenance	0	0	1,000	1,000		1,000	0.0 %
4050 Bus Shelters	0	0	100	100		100	0.0 %
4056 Street Trees	0	0	2,000	2,000		2,000	0.0 %
Roads & Street Furniture :- Expenditure	0	0	3,600	3,600	0	3,600	0.0 %
1077 Grants and Donations Received	0	0	1,000	-1,000			0.0 %
Roads & Street Furniture :- Income	0	0	1,000	-1,000			0.0 %
Net Expenditure over Income	0	0	2,600	2,600			
302 Community Bus							
4702 Community Bus	0	4,550	6,900	2,350		2,350	65.9 %
Community Bus :- Expenditure	0	4,550	6,900	2,350	0	2,350	65.9 %
Net Expenditure over Income	0	4,550	6,900	2,350			
399 P & D Capital & Projects							
4965 Community Plan Developmt P & D	4,130	8,346	10,000	1,654		1,654	83.5 %
4968 Carbon Footprint Reduction	0	0	250	250		250	0.0 %
4974 Tow Path Cyclist Speed Signs	0	0	1,000	1,000		1,000	0.0 %
P & D Capital & Projects :- Expenditure	4,130	8,346	11,250	2,904	0	2,904	74.2 %
1091 Community Infrastructure Levy	0	4,104	0	4,104			0.0 %
P & D Capital & Projects :- Income	0	4,104	0	4,104			
Net Expenditure over Income	4,130	4,242	11,250	7,008			
Planning & Development :- Expenditure	4,130	12,896	21,750	8,854	0	8,854	59.3 %
Income	0	4,104	1,000	3,104			410.4 %
Net Expenditure over Income	4,130	8,792	20,750	11,958			

At: 11:58

Santander Business Account

List of Payments made between 01/12/2016 and 31/12/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/12/2016	KVA Digital Limited	103895	3,450.00		Replacement Cheque for 103706
02/12/2016	F R Jones	CP61	142.50		replace chq by card payment
02/12/2016	Industrysky (via Ebay)	CP62	64.98		02DEC16/3891/Industrysky (via
07/12/2016	BCW Office Products Limited	CP63	371.26		1480931793/3880/BCW Office Pro
08/12/2016	Chambers Goodwin & Partners	103901	-4,956.00		Chambers Goodwin & Partners
08/12/2016	F R Jones	103908	-142.50		Cancel cheque
15/12/2016	Shell U.K Oil Products Ltd	DDR328	93.16		1677895/3892/Shell U.K Oil Pro
15/12/2016	TRDC	DDR329	312.00		Rates
22/12/2016	British Telecom PLC	DDR331	43.16		Q0548D/3871/British Telecom PL
28/12/2016	British Telecom PLC	DDR330	92.16		M084C4/3875/British Telecom PL
30/12/2016	Peninsula Business Services Lt	DDR332	264.00		Z1318586/3882/Peninsula Busine
30/12/2016	Shell U.K Oil Products Ltd	DDR333	2.40		1696711/3876/Shell U.K Oil Pro
31/12/2016	Chambers Goodwin & Partners	103924	4,956.00		7A/3869/Chambers Goodwin & Par
31/12/2016	Chiltern Hills Brass	103925	250.00		DEC16/3867/Chiltern Hills Bras
31/12/2016	St John Ambulance	103883	-348.00		First Aid at Work - J. Townley
31/12/2016	St John Ambulance	CP50	348.00		First Aid at Work - J. Townley
31/12/2016	Trade UK (6331640008774572)	103926	13.61		0763446289/3884/Trade UK (6331
31/12/2016	BWT UK Limited	103927	114.23		I000252059/3873/BWT UK Limited
31/12/2016	Mr James Townley	103928	27.05		DEC2016/3894/Mr James Townley
31/12/2016	KVA Digital Ltd	103929	300.00		465/3872/KVA Digital Ltd
31/12/2016	Lamps & Tubes Illuminations Li	103930	354.00		786188376/3883/Lamps & Tubes I
31/12/2016	Lyreco UK Ltd	103931	73.28		6670109143/3879/Lyreco UK Ltd
31/12/2016	Oaklands Computer Services	103932	240.00		14211/3870/Oaklands Computer S
31/12/2016	Philip Hinton	103933	27.05		DEC2016/3893/Philip Hinton
31/12/2016	St John Ambulance	103934	55.20		SP160220008/3878/St John Ambul
31/12/2016	SuperClean Commercial Limited	103935	84.60		16/13944/3888/SuperClean Comme
31/12/2016	TBS Hygiene Limited	103936	5,702.40		150119/3890/TBS Hygiene Limite
31/12/2016	Three Rivers District Council	103937	320.00		90110311/3877/Three Rivers Dis

Total Payments 12,254.54

Signed:



Signed:



Date:

12/11/17



At : 15:45

Santander Business Account

List of Payments made between 01/01/2017 and 31/01/2017

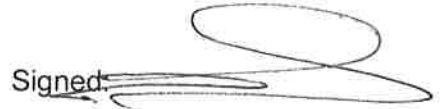
<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/01/2017	Mr James Townley	103938	27.05		JAN2017/3896/Mr James Townley
31/01/2017	Philip Hinton	103939	27.05		JAN2017/3895/Philip Hinton
31/01/2017	Desi Coaches Ltd	103940	650.00		232605/3897/Desi Coaches Ltd
31/01/2017	DJC SOUND SYSTEMS	103941	664.20		INV-0168/3898/DJC SOUND SYSTEM

Total Payments 1,368.30

Signed:



Signed:



Date:

12/1/17

12/1/17





**The Croxley Green Parish Council Hazel Seeley Award 2017
Nomination Form**

*Nominations are invited from members of the public for the Croxley Green Parish Council
Hazel Seeley Award 2017*

The Hazel Seeley Award

Each year, the Parish Council looks for individuals or groups living or working within Croxley Green who deserve recognition for their outstanding achievements and contributions to the village. This is your opportunity to give something back to those who care by nominating them for the Hazel Seeley Award 2017.

Some examples of the help that nominees might give are:

- Caring for people within the community
- Carrying out voluntary work
- Artistic and cultural achievements in the community
- Service to the general public
- Being a good neighbour

This list is by no means exclusive. Other examples will always be considered.

The award is named after former Parish Councillor Hazel Seeley whom served continuously on the Croxley Green Parish Council for 18 years.

The nominations will be judged by a selection of Parish Councillors.

Successful nominees will be notified by Friday March 31st 2017 and they will be invited to an Awards Ceremony in the Village Hall, Community Centre on Thursday 27th April 2017.

Photographs will be taken during the evening.

Nominators for the successful candidate(s) will also be invited to the ceremony and will be asked to read out why they have nominated the individual.

CRITERIA FOR NOMINATIONS

- Nominees for the award may be of any age but they should reside in Croxley Green, or their work should be for an individual or organisation based within the village
- Current Croxley Green Parish Councillors, their employees and previous winners are not eligible for nomination
- Parish Councillors should not nominate individuals; requests should be submitted by members of the community only
- Nominations will not be accepted from family members
- The nominee must be alive at the time this nomination form is completed
- Couples may be nominated on one form
- The judges' decisions are final

I am nominating (please select one) <input type="checkbox"/> an individual <input checked="" type="checkbox"/> a couple/team <input type="checkbox"/> an organisation	
Details of the person/organisation being nominated: (the nominee)	
Full Name(s):	Croxley Green History Website Team (CGHWT)
Organisation Name:	Croxley Green History Website
Address:	N/A
Postcode:	
Email address:	web.cgra@gmail.com or tonymunroe44@googlemail.com
Daytime telephone number:	01923 720141 (Tony Munroe CGHWT member)
Website of organisation (where applicable):	www.croxleygreenhistory.co.uk
Details of the person submitting the nomination:	
Full Name:	Joan Zanelli
Address:	31, Fuller Way, Croxley Green,
Postcode:	WD3 3PL
Email address:	Dr.j.m.zanelli@btopenworld.com
Daytime telephone number:	01923 774985
Connection with the nominee of the person submitting the nomination:	Resident in Croxley Green
Declaration of any financial/prejudicial interest by the person submitting a nomination:	None

Reasons for nomination

Please concentrate on the work that the nominee has undertaken. If the nominee's work is in connection to an organisation please provide brief details of the organisation. The nominations will be considered on the information provided here.

This nomination of the "**Croxley Green History Website Team**" for the Hazel Seeley Award is to recognise its achievement in making a collated documentation of the culture and history of the community of Croxley Green that is easily accessible for public viewing.

Historical material on Croxley Green dating back over two centuries has been gathered and collated by local historian and resident Margaret Pomfret during the last 20 years. Margaret was invited to join the committee of the Croxley Green Residents' Association (CGRA) in 2012 as it was realised that facilities and funding was needed to enable her collection to be made accessible to the community and wider public. It was decided that a dedicated website would provide an accessible resource which could grow as further material was discovered and added.

A Croxley Green History Website (CGHW) Team was formed consisting of CGRA committee members and local residents namely Margaret Pomfret, Ross Humphries, Fabian Hiscock, Barry Grant and Tony Munroe. As the CGRA website had already been designed and developed by Ross Humphries, he volunteered his expertise and experience to construct the CGHW. The project started in Feb 2013 and grants from the CGPC and from HCC Councillor Steve Drury's community fund contributed to equipment and development costs. The CGHW consists of 26 main categories each divided into many sub-categories. Historical photographs were restored as necessary and captioned by Margaret; along with a vast amount of word content that needed to be collated for uploading to the website. Local residents Lynn Whitterton and Julia Mathewson volunteered many hours of their time for editing and proof-reading text.

Original hard copy material, often in a poor state of preservation, has now been converted to electronic format, archived and stored securely for access by future generations.

The website was launched at a special community event in December 2015 in front of local council representatives, local organisations and groups along with a selection of Croxley residents. After the presentation the CGHW went live to the public.

The success of this resource to the community and to the wider public is evidenced by over 500 visits each week and frequent enquiries from local, national and overseas interested parties.

In summary, the CGHW has been set up by a team of residents of the CG community, who volunteer their time for the benefit of the community and thus is an exemplary community project here nominated for the Hazel Seeley Award. If nomination of the Croxley Green History Website Team for the HSA is accepted, then Margaret Pomfret has agreed to be the nominated representative of the CGHW Team.

Signature of person submitting the nomination:**Signed:****Date:**

5th Jan 2017

Please complete and return this form by **midday on Friday 6th January 2017**
To Croxley Green Parish Council, Community Way, Croxley Green, Rickmansworth WD3 3SU,
or by e-mail to info@croxleygreen-pc.gov.uk



**The Croxley Green Parish Council Hazel Seeley Award 2017
Nomination Form**

*Nominations are invited from members of the public for the Croxley Green Parish Council
Hazel Seeley Award 2017*

The Hazel Seeley Award

Each year, the Parish Council looks for individuals or groups living or working within Croxley Green who deserve recognition for their outstanding achievements and contributions to the village. This is your opportunity to give something back to those who care by nominating them for the Hazel Seeley Award 2017.

Some examples of the help that nominees might give are:

- Caring for people within the community
- Carrying out voluntary work
- Artistic and cultural achievements in the community
- Service to the general public
- Being a good neighbour

This list is by no means exclusive. Other examples will always be considered.

The award is named after former Parish Councillor Hazel Seeley whom served continuously on the Croxley Green Parish Council for 18 years.

The nominations will be judged by a selection of Parish Councillors.

Successful nominees will be notified by Friday March 31st 2017 and they will be invited to an Awards Ceremony in the Village Hall, Community Centre on Thursday 27th April 2017.

Photographs will be taken during the evening.

Nominators for the successful candidate(s) will also be invited to the ceremony and will be asked to read out why they have nominated the individual.

CRITERIA FOR NOMINATIONS

- Nominees for the award may be of any age but they should reside in Croxley Green, or their work should be for an individual or organisation based within the village
- Current Croxley Green Parish Councillors, their employees and previous winners are not eligible for nomination
- Parish Councillors should not nominate individuals; requests should be submitted by members of the community only
- Nominations will not be accepted from family members
- The nominee must be alive at the time this nomination form is completed
- Couples may be nominated on one form
- The judges' decisions are final

Section A	
I am nominating (please select one) <input type="checkbox"/> an individual <input checked="" type="checkbox"/> a couple/ team <input type="checkbox"/> an organisation	
Details of the person/organisation being nominated: (the nominee)	
Full Name(s):	MR KEITH ALFORD MRS PAULINE BATTEN
Organisation Name:	
Address:	<u>Keith</u> 11 HANOVER COURT CHERWELL CLOSE HERTS WD3 30F
Postcode:	<u>PAULINE</u> 3 CHARTER HOUSE DULWICK WAY HERTS WD3 3UE
Email address:	—
Daytime telephone number:	<u>Keith</u> 01923 896635 <u>Pauline</u> 01923 770965
Website of organisation (where applicable):	
Details of the person submitting the nomination:	
Full Name:	MS. CAWDY SANDS
Address:	2 CHERWELL CLOSE CROXLEY GREEN HERTS
Postcode:	WD3 30B
Email address:	cawdy.sands@hanover.org.uk
Daytime telephone number:	01923 771448 07908713607
Connection with the nominee of the person submitting the nomination:	ESTATE MANAGER
Declaration of any financial/prejudicial interest by the person submitting a nomination:	NONE

Section B

Reasons for nomination

Please concentrate on the work that the nominee has undertaken. If the nominee's work is in connection to an organisation please provide brief details of the organisation. The nominations will be considered on the information provided here.

Please see sheet attached

Signature of person submitting the nomination:

Signed:



Date: 05.01.17

Please complete and return this form by midday on Friday 6th January 2017
To Croxley Green Parish Council, Community Way, Croxley Green, Rickmansworth WD3 3SU,
or by e-mail to info@croxleygreen-pc.gov.uk

Keith and Pauline

Are residents of Hanover Court and Cherwell Close Estate I am their estate manager
Candy Sands.

I would like to nominate these two very lovely people for the Hazel Seeley Award 2017. They have lived in Croxley Green for over 12 years and have always been very helpful to the other residents on the estates. In 2005 they became companions and started up a gardening group which has been partly funded by Hanover Green Shoots which is a small grant fund aimed at involving the community and wellbeing of the people who live there.

They have improved the huge gardens in Cherwell Close renewed hedges made a garden called 'rest a while' with seating for anyone, planted new flower beds, helped with pots outside residents front doors..... To name just a few things they do in the gardens.

These two are both in their 80's and seem to have the energy of 20 year olds they go shopping, take residents to appointments they would otherwise not be able to get to, whatever anyone need they are willing to help out without exception.

They put up all the Christmas lights in Cherwell the whole close is beautifully decorated they organise a light up party on the 1st December every year. As children from York Mead School go home they ooh and arh at the display. To see it is wonderful.

They organise day trips, fish and chip suppers, parties, Sunday lunches, bingo, coffee mornings and much more. The people of Croxley know these two people very well they have touched the lives of so many of us in this little village.

They should win this award hands down.

Thanks

Candy

Section A	
I am nominating (please select one)	
<input checked="" type="checkbox"/> an individual <input type="checkbox"/> a couple/team <input type="checkbox"/> an organisation	
Details of the person/organisation being nominated: (the nominee)	
Full Name(s):	CHRIS FAGAN
Organisation Name:	//
Address:	75 WINDMILL DRIVE CROXLEY GREEN
Postcode:	WD3 3FB
Email address:	BARDWELL29@VIRGINMEDIA.COM
Daytime telephone number:	07931587189
Website of organisation (where applicable):	//
Details of the person submitting the nomination:	
Full Name:	NIK BENNETT
Address:	95 FRANKLAND ROAD CROXLEY GREEN
Postcode:	WD3 3AS
Email address:	NIKBENNETT@BTINTERNET.COM
Daytime telephone number:	07768 878318
Connection with the nominee of the person submitting the nomination:	CHURCH WARDEN @ ALL SAINTS
Declaration of any financial/prejudicial interest by the person submitting a nomination:	NONE

Section B

Reasons for nomination

Please concentrate on the work that the nominee has undertaken. If the nominee's work is in connection to an organisation please provide brief details of the organisation. The nominations will be considered on the information provided here.

CHRIS IS ALWAYS A KEEN AND REGULAR SUPPORTER IN THE SUCCESSFUL RUNNING OF ALL SAINTS CHURCH, BOTH IN TERMS OF ADMINISTRATION AND FUND RAISING. HE IS A LEADING MEMBER OF THE CHURCH CHOIR, THE SECRETARY OF THE FUNDRAISING COMMITTEE, THE CLERK TO THE PAROCHIAL CHURCH COUNCIL, AND THE CLERK TO CHARITIES ADMINISTERED BY THE CHURCH. OUTSIDE OF THE CHURCH HE IS A REGULAR VOLUNTEER FOR THE SAMARITANS. ALL OF THIS WORK IS DONE IN A QUIET AND UNOBTRUSIVE WAY, HE IS ALWAYS WILLING TO HELP THOSE WHO ASK WITHOUT COMPLAINT AND WITH A CHEERY SMILE.

Signature of person submitting the nomination:

Signed:



Date: 06/01/2017

Please complete and return this form by midday on Friday 6th January 2017
To Croxley Green Parish Council, Community Way, Croxley Green, Rickmansworth WD3 3SU,
or by e-mail to info@croxleygreen-pc.gov.uk