

**CROXLEY GREEN PARISH COUNCIL**

MINUTES OF A MEETING OF THE  
**FINANCE AND ADMINISTRATION COMMITTEE**  
HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 12 JULY 2007

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

Cllrs Jefford, Shafe and Wynne-Jones.

Voting Members 4

In Attendance: Cllrs Saxon and Vassiliou.

FA336/07 Apologies for Absence

Apologies were received from Cllr Bains and Seeley.

FA337/07 Declaration of Interests

There were no declarations of interests.

FA338/07 Representations from the Public

None.

FA339/07 Minutes

It was proposed by Cllr Wynne-Jones and seconded by Cllr Jefford that the minutes of the meeting of the Finance & Administration committee held on Thursday 14 June 2007 be approved. The proposal was agreed and the Chairman signed the minutes.

FA340/07 Matters Arising

The Chairman introduced this item and asked the Clerk whether there were any matters he wished to raise. In regard to items FA331/07, Purchase of a Bike for the PCSOs and FA332/07, Purchase of a Car for the PCSOs, the Clerk advised that the new Community Team Sergeant had spoken with him and that because the PCSOs now had been issued bikes by Hertfordshire Constabulary, this matter was closed. In respect of the purchase of a car, the Clerk added that the Community Team Sergeant had also said that this matter would not be progressed and the matter was closed.

Under item FA334/07, Purchase of a Bench Seat for Scots Hill, the Clerk stated that the seat had been installed on 11 July.

Under item FA333/07, Seaside Trip, a brief verbal report was given by the Clerk on the very successful day to Brighton which was very much enjoyed by those who went. The Clerk added that a number of thank you letters and cards had been received.

FA341/07 Schedule of Payments

The Chairman introduced this item and the Clerk advised that a supplementary report was available with regards to cheque No. 1590 Mullanys which covered a number of weekly bus service invoices and the cost of the coach for the Brighton trip.

For information, the Clerk advised that new arrangements will be introduced in the near future which would mean that the Schedule of Payments as previously presented would become obsolete in favour of anticipated Monthly Management Accounts. The Clerk added that the new Accounts information would be much more comprehensive and would show such things as current month actual expenditure, accumulative to date figures and budget information. The Clerk stated that further information of the new arrangements will be provided to Members in due course.

Following a discussion during which the merits of the proposed changes were discussed it was proposed by Cllr Wynne-Jones and seconded by Cllr Jefford that the July 2007

schedule of payments (copy attached) be approved. The proposal was agreed and the Schedule was duly signed.

FA342/07 Village Signs

The Chairman introduced this item and referred to the paper circulated with the Agenda. The Clerk advised that in progressing the production of the new village signs an updated quote had been requested. The Clerk added that upon receipt, the quote exceeded the current budget by £618.81 and that further funds were required.

It was pointed out that it had been the previous Council that had agreed to the new sign and that the newly formed Council should be cognisant of this fact. The Clerk pointed out that the whole of the current years budget had been prepared by the former Council but that should not detract from the fact that the Council as a body had agreed to the village sign and that the agreed version had been voted for by the general public.

It was also mentioned that the existing posts could be used to accommodate the new signs but it was pointed out that the quote for the new signs included new posts.

It was proposed by Cllr Wynne-Jones and seconded by Cllr Jefford that £700 be allocated from Reserves to fund production of the new signs. The proposal was agreed and would be put to Council for ratification given the virement of funds from Reserves.

FA343/07 Snow Plough

The Chairman introduced this item and referred to the letter from the Council's insurers which had been circulated with the Agenda.

It was pointed out that the risks and liabilities that would fall onto the Council in undertaking snow clearance were far too onerous and that this should not be considered further. It was proposed by Cllr Wynne-Jones and seconded by Cllr Shafe that snow clearance was not a viable option and that this matter be closed. The proposal was agreed.

FA344/07 Closure

There being no further business, the Chairman closed the meeting at 8.47pm.