

**CROXLEY GREEN PARISH COUNCIL**

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

Present: Cllr Bennett – In the Chair  
David Allison – Clerk to the Council  
Helena Flynn – Minute Taker

Cllrs C Jefford, Seeley and Wynne-Jones

Voting Members – 4

Not Present Cllr Duffy

In Attendance: Cllr Shafe & Ridley

FA309/07 Apologies for Absence

Apologies were received from Cllr Saxon

FA310/07 Declaration of Interests

There were no declarations of interests.

FA311/07 Representations from the Public

There were no public present.

FA312/07 Minutes

It was proposed by Cllr Wynne-Jones and seconded by Cllr Seeley that the minutes of the meeting of the Finance & Administration committee held on Thursday 8 March 2007 be approved. The proposal was agreed and the Chairman signed the minutes.

FA313/07 Matters Arising

There were no matters arising

FA314/07 Schedule of Payments

The Chairman introduced this item and The Clerk advised that a further report was attached to the schedule of payments with regards to cheque No. 1473. The Clerk elaborated that the figures included the replacement of stolen equipment which would be reimbursed once the Insurance claim had gone through. The cheque also covered services to some ground works equipment and some new parts.

Comment was made on the following cheques:

Cheque No. 1462, The Clerk highlighted this item as being the Keep Croxley Green Group S137 grant which was authorised by Full Council.

Cheque No. 1473, The Clerk confirmed that this was for Dog hygiene bags.

Cheque No. 1480, The Clerk confirmed that this was for the first payment for the PSCO officer.

Cheque No. 1488, The Clerk confirmed that this was for the vehicle tax for the Land Rover.

Cheque No. 1476, The Clerk confirmed that this was for flowers for the quiz night and was being financed from the Chairman's Allowance.

There were no further questions about the April Schedule and it was proposed by Cllr C Jefford and seconded by Cllr Seeley that the April 2007 schedule of payments (copy attached) be approved. The proposal was agreed and the Schedule was duly signed.

FA315/07 Lease of Photocopier

The Chairman introduced this item and advised that it was for information purposes only, due to a query which arose on whether the lease value exceeded the £5000 value as referred to in Standing order 34a.

The Clerk referred to the paper circulated with the agenda which explained the detail and confirmed that he was satisfied that there was no breach of standing orders nor Financial Regulations.

FA316/07 Purchase of Laptop Computer and Smart board/Digital Projector

The Chairman introduced this item. The Clerk referred to the paper circulated with the agenda, which explained the detail.

A discussion ensued during which it was pointed out by the Clerk that the above equipment was necessary due to TRDC moving over to electronic plans.

It was explained that the original budgeted proposal was for a smart board but, as explained in the paper, greater flexibility would be achieved if a digital projector was purchased instead of a smart board.

It was proposed by Cllr Bennett and was seconded by Cllr Wynne-Jones that the committee recommend the purchase of the digital projector instead of a smart board and that the recommendation be put to Full Council for ratification.

FA317/07 Closure

There being no further business, the Chairman closed the meeting at 8.21pm.