

CROXLEY GREEN PARISH COUNCIL

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD IN THE COUNCIL CHAMBER FOLLOWING THE EXTRAORDINARY
MEETING OF COUNCIL ON THURSDAY 13 MAY 2010

Present: Cllr Birch – In the Chair
David Allison – Clerk to the Council
Amanda Taft – Minute Taker

Cllrs Bennett, Hollands, Martin, Norman and Shafe

Voting Members: 6

In Attendance: Cllr Vassiliou

FA605/10 Apologies for Absence

There were no apologies to note.

FA606/10 Declaration of Interests

There were no declarations of interest.

FA607/10 Representations from the Public

There were no public present.

FA608/10 Minutes

It was requested that under FA601/10 (Monthly Accounts) in relation to the Finance and Administration total the word 'budget' be changed to 'expenditure'.

Resolved:

- that the amended Minutes of the meeting held on Thursday 8 April 2010 be approved and be signed by the Chairman.

FA609/10 Matters Arising

FA603/10 (Replacement Village Signs). The Clerk was asked for an update and he replied that the temporary village sign had just been delivered and would be installed at the signpost at Two Bridges until the new sign to replace that stolen has been made and can be fitted.

FA610/10 Monthly Accounts

The Chairman introduced this item and referred Members to the Monthly Management Accounts Report for month 1 (April 2010) which was circulated at the meeting. The Clerk gave Members an overview of the monthly expenditure. Some items noted included:

4046/101 (Equipment Purchased) £30. The Clerk explained that this was expenditure from last year for office equipment.

4156/101, 4157/101 and 4158/101 (Audit Fees – External and Internal and Accountancy Fees), -£875, -£324 and -£775 respectively. The Clerk stated that these sums have been reversed out of last year's accounts and put into this year's accounts; accruals awaiting invoices.

1076/101 (Precept) £122,484. The Clerk advised that 50% of the precept had been received from Three Rivers District Council.

1080/103 (Miscellaneous Income) £567. The Clerk informed Members that this income was received from Yorke Mead School to reimburse us for money spent on their School Garden.

4200/107 (Chairman's Charity Expenditure) -£2,090. The Clerk advised that this was accrued expenditure.

4260/107 (Community Hall Membership) £19,200. The Clerk apologised and explained that this was a double entry of £9,600 which would be corrected.

1200/107 (Chairman's Charity Income) £748. The Clerk stated that this sum was accrued from last year.

4936/299 (School Flower Beds) £1,361. The Clerk explained that this sum was for Rickmansworth School Garden and we would be claiming this money back from them.

Resolved:

- that the Management Accounts for Month 1 (April 2010) be approved and be signed by the Chairman.

FA611/10 Council Office, New Emergency Exit Door

The Chairman introduced this item and the Clerk referred Members to the previously circulated quote and explained that if the door to the office was obstructed there would be no other exit. A discussion followed whereby it was suggested that rather than the installation of another door (which would need an external shutter), a fire safety survey is requested and the possibility of changing the opening of the existing door is considered.

FA612/10 Budget Virement for Vehicle Insurance/Road Tax Account

The Clerk apologised for the fact that he had misjudged the budget figure for this account and explained that this was due to the fact that he had over-estimated the discount.

Resolved:

- that the sum of £465 be vired from reserves.

FA613/10 Application for a S137 Grant from Croxley Green U3A

The Chairman introduced this item and Members discussed the grant application. A brief discussion ensued.

Resolved:

- that a S137 Grant of £150 be awarded to Croxley Green U3A subject to ratification by Council.

FA614/10 Insurance Claim (6 August 2009)

Following an introduction by the Chairman, the Clerk referred Members to the previously circulated chronology of events leading up to the settlement of the insurance claim following the theft at the depot. Members generally felt that we had not liaised closely enough with the insurance company and a lesson should be learnt in case a similar situation arises again.

FA615/10 Closure

There being no further business, the Chairman closed the meeting at 10.15pm.