

CROXLEY GREEN PARISH COUNCIL

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 14 FEBRUARY 2013

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

Cllrs Edmunds, Jordan, Mitchell, Seeley and Shafe

Voting Members: 6

FA877/13 Apologies for Absence

There were no apologies.

FA878/13 Declaration of Interests

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

FA879/13 Representations from the Public

There were no public present.

FA880/13 Minutes

Resolved:

- That the Minutes of the meeting held on Thursday 10 January 2013 be approved and be signed by the Chairman.

FA881/13 Matters Arising

There were no matters arising.

FA882/13 Monthly Accounts

There was an adjournment to allow Cllrs the time to peruse the accounts for month 10 (January).

The Clerk brought to Members attention:

4017/101 Health & Safety (£56) – which related to fire extinguishers servicing;

4020/101 Misc Establishment Costs (-£17) – which related to a credit regarding overcharging on the water cooler sanitation;

4201/102 Chairman's Allowance (£25) – which related to the Christmas Tree display at New Road Methodist promoting the Parish Council;

4070/103 Maintenance – LS08 WCP (£283) – which related to the purchase of two new front tyres;

4610/211 Events – Fireworks on the Green (£4418) – which related to the cost of the display itself and the sound system and generator;

4965/399 Village Plan Development (£1,489) – which related to the cost of printing the Community Plan Questionnaire;

The Clerk was asked about the coding of the expenditure for the Police Community Support Officers as it appeared in two different places, one showing the annual budget and the other not. The Clerk advised that the coding for the PCSOs should be 4963/199 and he would do an accounts Journal to recode the expenditure which was showing under 4963/101.

The Clerk was also asked about the expenditure under 4605/211 Christmas Lights (£993) and the overall expenditure to date which was showing, against the budget, as 71.2% spent. The Clerk advised that the £993 related to the final 25% of the Christmas festive lighting hire, installation, de-installation and maintenance costs but as yet no invoice has been received in regard to electricity costs, so further expenditure was anticipated.

Resolved:

- That the Management Accounts for month 10 (January) be approved and be signed by the Chairman.

FA883/13

Closure

There being no further business, the Chairman closed the meeting at 8.17pm.