

# CROXLEY GREEN PARISH COUNCIL

## MINUTES OF the 287<sup>th</sup> MONTHLY MEETING OF THE COUNCIL HELD IN THE COUNCIL CHAMBER ON THURSDAY 25 JULY 2013

Present: Cllr Mitchell in the Chair David Allison – Clerk to the Council

Cllrs Baldwin, Brading, Brand, Edmunds, Getkahn, Isard-Brown, Jordan, Martin (arrived at 8.04 during Item CC1248/13), Ridley, Shafe, Vane and Wynne-Jones

Voting Members: 13

Members of the Public: None

CC1244/13 Apologies for Absence

Apologies had been received from Cllrs Bennett, Dann and Seeley

CC1245/13 Declarations of Interest by Members

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

CC1246/13 Representations from the Public

There were no representations from the public.

CC1247/13 Minutes

### **Resolved:**

- That the Minutes of the 286<sup>th</sup> monthly meeting of the Council held on Thursday 4 July 2013 be approved and signed by the Chairman.

CC1248/13 Matters Arising

CC1235/13 Review of Bank Signatory Authorisation and Debit/Credit Card for the Council's Bank Account. A Cllr asked whether there had been any further progress. The Clerk advised that he had yet to further speak with the bank to progress the matter.

CC1232/13 Annual Accounts 2012/13 – External Audit. A Cllr asked what the position was in regard to this matter. The Clerk advised the subject was on the Agenda and an update would be given later in the meeting.

CC1242/13 Local Producers Market Initiative. A Cllr asked what the position was in regard to this matter. The Chairman replied that as the Minute stated the proposed Market was cancelled due to the small number of stalls who had committed but that the Artichoke Public House may be considering organising a market in their car park.

CC1239/13 Rickmansworth School Swimming Pool. A Cllr asked whether there was any further update on this matter to which the Chairman replied that there was nothing further to report at this time.

CC1249/13 Committee Reports

CC1249.1/13 Environment and Amenity Committee Tuesday 4 June 2013

### **Resolved:**

- It was noted that the Environment and Amenity meeting scheduled for 4 June 2013 was cancelled.

CC1249.2/13 Any matters arising

EA967/13 Active Works List. A Cllr asked that given the fact there was only one Ranger at the moment and that he had been on sick leave, there was a lot of work that needed to be undertaken. The Clerk advised that the contingency plan had been enacted and that a contractor would be undertaking some works. It was asked what the cost of the

contractor would be but the Clerk stated that as this is a public meeting he did not wish to disclose any hourly rates and this is considered commercially sensitive information.

It was asked whether the identified works on the 'pond' adjacent to Killingdown Farm had been undertaken. The Clerk advised that any necessary works in accordance with the management plan would need to be undertaken with two operatives on site and the Council does not have that resource at the current time.

CC1249.3/13 Planning and Development Committee held on Wednesday 5 June 2013

**Resolved:**

- That the Minutes of the Planning and Development Committee held on Wednesday 5 June 2013 be adopted as a report of the meeting.

It was noted that the meeting scheduled for 19 June 2013 was cancelled.

CC1249.4/13 Any matters arising

PD2089/13 Site and Building of New School. It was asked whether there was any further information on this matter to which the Clerk advised that there was no further information available at this time.

CC1249.5/13 Finance and Administration Committee held Thursday 13 June 2013

**Resolved:**

- That the Minutes of the Finance and Administration Committee held on Thursday 13 June 2013 be adopted as a report of the meeting.

CC1249.6/13 Any matters arising

FA911/13 Monthly Accounts. A Cllr referred to Account Code 4072/103 (Maintenance of the Ride on Mower, £401) and stated that he considered this to be quite of lot of money. The Clerk advised that this resulted from the investigation to establish the nature of the problem and that this had been labour intensive.

CC1250/13 Annual Accounts 2012/13 – External Audit

The Chairman introduced this matter and asked the Clerk to elaborate. The Clerk advised that unfortunately the Annual Return has still not as yet been received back from the external auditor so this matter will have to be deferred until a further meeting.

The Clerk continued that the External Auditor had been in contact with him as the Auditor has been contacted directly by a printing company. The Clerk added that he had explained the background to this to the Auditor and that no doubt the Auditor would be applying the £117 per hour for dealing with this additional enquiry.

CC1251/13 Parish Council Risk Assessment Review

The Chairman introduced this item and asked the Clerk to elaborate. The Clerk advised that the Risk Assessment had not changed substantially since last year but pointed out that he had added the contingency plan detail in the event that in house groundworks staff are unavailable (page 25).

**Resolved:**

- That the Risk Assessment be adopted.

CC1252/13 Parish Council's Internal Audit Review

The Chairman introduced this item and the Clerk advised that the Internal Audit Review was very similar to that of last year and had proved very effective.

**Resolved:**

- That the Audit Plan be accepted.

CC1253/13

The Parish Council's Charities for 2013/14

The Chairman introduced this item and reminded Cllrs of the suggested charities that had been suggested.

The Chairman asked all Cllrs to consider ways that they individually can do to help in raising monies for the nominated charities and that they should email the Clerk with details.

**Resolved:**

- that the two charities that would be supported are The Stroke Club (Croxley Green) and the Linda Jackson Macmillan Centre, Mount Vernon.

CC1254/13

Closure

There being no further business the Chairman closed the meeting at 8.45pm.