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Community Way
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MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
ON THURSDAY 8 DECEMBER 2016 at 8.00pm

- Present: Cllr Hollands – In the Chair
David Allison – Clerk to the Council
Ryan Bennett – Minute Taker
- Cllrs Bains, Mitchell & Wynne-Jones.
Voting Members: 4
In Attendance: Cllr Hobbs & Saxon
- FA1210/16 Apologies for Absence
Apologies had been received from Cllr Edmunds & Gallagher
- FA1211/16 Declaration of Interests
The Chairman recommended that any declarations be made at the time.
- FA1212/16 Representations from the Public
There were no representations made.
- FA1213/16 Minutes
Resolved:
- That the Minutes of the meeting held on Thursday 10 November 2016 be approved and be signed by the Chairman
- FA1214/16 Matters Arising
There were no matters arising.
- FA1215/16 Monthly Accounts
The Chairman introduced this item and asked the Clerk to elaborate.
The Clerk brought Members attention to:
- 4010/101 Misc. Staff Costs (£50) – This relates to a late payment to Hertfordshire County Council from the payroll provider Northgate Arinso.
- 4020/101 Misc. Establishment Costs (£52) – This relates to the establishment of a recycling collection service with local company Humphreys Data Management Ltd.
- 4027/101 Computer Software & IT (£568) – This payment relates to the integration of the newly created CGPC Facebook page into the Council's website, maintenance costs for the council's accounting software and a payment to the Information Commissioners Office for data protection renewal.
- 4036/101 Property Maintenance (£81) – This refers to the purchase of a new flag for the Parish Council premises.
- 1080/101 Misc. Income (£-4277) – Recoding.
- 4018/103 Refuse / Green Waste Disposal (£24) – Payment to West London Composting.
- 4037/103 Grounds Maintenance (£45) – This relates to the purchase of a railway sleeper post for the Revels site side entrance after damage was inflicted on the previous one.

4070/103 Maintenance LSO8 WCP (£100) – Refers to a payment made to replace the rear window lock on the Council's Land Rover. The lock was purchased online and installed by the Rangers.

4711/107 Grants, Permitted & Section 137 (£2977) – This relates to the payment of Grants to the Three Rivers Citizens Advice Bureau, Croxley Green Bowls Club, The Croxley Guild of Sport and the Croxley Green Home & Produce Show. This also includes a £250 payment to the Royal British Legion for the Event Poppies that were erected on The Green.

4975/299 Defibrillators (Purchase) (£64) – Refers to the purchase of 2 new Defibrillator signs.

4976/299 Defibrillators (Maintenance) (£150) – Relates to the installation of the defibrillator at All Saints' Church.

Resolved:

- That the Management Accounts for Month 8 be signed by the Chairman.
- That the Schedule of Payments for Month 8 be approved and signed by the Chairman.

FA1216/16

Budgets 2017/18

The Chairman introduced this item and referred to the draft budget circulated with the Agenda.

The Clerk informed the committee of the changes made to the budget by the E&A committee at the meeting of 6 December and that the P&D committee had not made any changes to the budget since the last F&A meeting.

FA1217/16

Closure

There being no further business, the Chairman closed the meeting at 9:21pm.