

01923 710250
@croxleygreenpc
info@croxleygreen-pc.gov.uk
www.croxleygreen-pc.gov.uk



Community Way
Croxley Green
Rickmansworth
Hertfordshire WD3 3SU

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD Online using ZOOM secure video conference
ON THURSDAY 17 SEPTEMBER 2020 at 8:00 PM

Present: Cllr Gallagher – In the Chair Ryan Bennett – Clerk to the Council
Amanda Gardiner - Administrative Officer

Present: Cllrs Benner, Cole, Montague and Walker

Voting Members: 5

Members of the Public: 1

FA1522/20 **Apologies for Absence**

Apologies were received from Cllrs Kyriakou, Mitchell and Tobin.

FA1523/20 **Declaration of Interests**

Members were invited to declare interests as appropriate during the course of the meeting.

FA1524/20 **Representations from the Public**

A representative from Croxley Green and Chorleywood Community First Responders spoke about their grant application for £2,500 to cover the cost of purchasing medical kit, diagnostic devices and equipment to assist elderly people who have fallen. First Responders are trained local volunteers who receive 999 calls when on duty enabling them to reach patients quickly – in 60% of cases before the ambulance arrived.

[Under Standing Order 13.1.15 the meeting was temporarily suspended between 8:08 - 8:23]

FA1528/20 **Grant Application from Croxley Green & Chorleywood First Responders**

[Under Standing Order 13.1.6. it was agreed that this item be brought up the Agenda]

Members discussed the grant application from Croxley Green & Chorleywood First Responders. Members thanked the First Responder representative for their service to the community. Members referenced a grant application FA1312/17 which was approved at F&A Committee Meeting on 14/12/2017 and requested a report back on how money from this grant has been spent and how it has benefitted Croxley Green. A decision on the grant application has been deferred to F&A Committee Meeting on 29 October 2020.

Resolved

- That the item be deferred to the F&A Committee Meeting on 29 October 2020 after further and better particulars have been received from Croxley Green & Chorleywood First Responders.

FA1525/20 **Minutes**

The Minutes under review for this meeting were those of Thursday 25 June 2020.

Resolved:

- That the Minutes of the meeting held on Thursday 25 June 2020 are approved and signed by the Chairman.

FA1526/20

Matters Arising

The Clerk provided a verbal update on FA1515/20 Installation of Bench at Sycamore Road/Valley Walk. TRDC have confirmed they do not own the area under discussion and that he is awaiting a response from HCC.

The Clerk provided a verbal update on FA1516/20 Purchase of a Bicycle for use by council staff. A bike, safety helmet and security chain have been purchased. Rangers have used the bike to inspect footpaths and access areas of Croxley Green.

FA1527/20

Monthly Accounts

The Clerk brought Member's attention to the following payments for the previous months:

Month 3 (June)

4101/102 – Subscriptions/Publications (£35) - cost of annual membership of Countryside Management Association.

4711/107 – Grants, Permitted & Section 137 (£250) - grant to Malvern Way School to purchase wooden sleepers to create raised growing beds.

4605/211 – Events – Christmas Lights (£460) - cost of testing lamp-posts prior to install of Christmas Lights.

4611/211 – Events – Senior Citizens Trip (£650) - transfer of unused funds to coronavirus EMR.

4979/299 – Beautification of Croxley (£3,900) - transfer of unused funds to coronavirus EMR.

Month 4 (July)

4021/101 – Telephone & Fax (£299) – cost of bills with old supplier and monthly bill from new supplier.

4036/101 – Property Maintenance (£300) – cost of annual out of hours and key holding service.

4157/101 – Audit Fees – Internal (£401) – cost of internal audit and production of AGAR.

4006/103 – Protective Clothing (£82) – protective gloves for the Rangers.

4406/202 – Equipment Purchased (£189) – cost of replacement fuel cans, bench grinder and apple picker.

4412/202 – Grounds Maintenance (£146) – cost of refuse sacks and postfix.

4987/399 – Facecovering (£230) – cost of 100 fabric facecoverings.

Month 5 (August)

4021/101 – Telephone & Fax (£248) – cost of final bills with old supplier £148 will be refunded.

4027/101 – Computer Software & IT (£667) – cost of monthly IT plus annual charge for support contract.

4034/101 – Office Mobile Phones (£65) – duplicated invoice. Will be corrected in Month 6.

4024/102 – Subscriptions/Publications (£254) – cost of annual SLCC membership.

4981/199 – Vehicle Leasing (£522) – lower cost this month as direct debit collection date can vary each month

4406/202 – Equipment Purchased (£1,204) – cost of Stihl strimmer and Stihl battery powered hedgecutter.

4410/202 – Flytipping (£1,630) – cost of clean up after 2 traveller incursions on The Green.

4412/202 – Grounds Maintenance (£233) – cost of grass seed for The Green and herbicide.

Resolved:

- That the Management Accounts for Month 3 (June), Month 4 (July) and Month 5 (August) be approved and signed by the Chairman.
- That the Schedule of Payments for Month 3 (June), Month 4 (July) and Month 5 (August) be approved and signed by the Chairman.

FA1528/20

Grant Application from Croxley Green & Chorleywood First Responders

This item was discussed above.

FA1529/20

Local Government Reform in Hertfordshire

Cllr Cole introduced the topic of Local Government Reform in Hertfordshire. The paper describes the options that Hertfordshire County Council (HCC) is reviewing to create 1 or 2 unitary councils to replace District and Borough councils or to keep the existing District and Borough councils. The Clerk informed members that the Hertfordshire Association of Parish and Town Councils have organized meetings for Clerks to share information on the HCC recommendations. Members agreed that Croxley Green Parish Council needs to be aware of any issues/benefits if HCC decide to move to unitary council(s) in Hertfordshire.

Resolved

- That the committee notes the options set out in the information provided so far of a possible local government reorganization in Hertfordshire.
- That the topic becomes a standing item on all future F&A agendas until the matter is resolved.

FA1530/20

Closure

There being no further business the Chairman closed the meeting at 9.20 pm