

CROXLEY GREEN PARISH COUNCIL

THE COUNCIL OFFICES COMMUNITY WAY CROXLEY GREEN RICKMANSWORTH HERTS WD3 3SU

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Dear Councillor

You are hereby summoned to attend an EXTRAORDINARY MEETING OF THE COUNCIL to be held in the Council Chamber, Council Offices, on THURSDAY 9 JANUARY 2014 at 8.30pm or following the Finance & Administration Committee Meeting at which meeting the following business will be transacted and any other business which may be legally transacted at such a meeting.

AGENDA

- CC1302/14/S Apologies for Absence
- CC1303/14/S Declarations of Interest by Members
To note declarations of Members personal interests in respect of items on this agenda.
- CC1304/14/S Representations from the Public
To hear representations from the public relating to specific items on this Agenda in accordance with Standing Order 5.5.
- CC1305/14/S Financial Regulations, Tendering and Funding
To discuss and agree as appropriate recommending to Council proposed changes to Financial Regulations, Tendering procedures, funding arrangements and other procedures – see attached. Further paper(s) will be issued nearer the time but no later than 7 January 2014.
- CC1306/14/S Closure



David Allison
Clerk to the Council
3 December 2013

Cllr Mitchell

We the undersigned Croxley Green Parish Cllrs request an Extraordinary Meeting of the council to be called As Soon As Possible during the month of December in the year 2013 in accordance with Standing Order 21.2. with the submitted agenda item/motion.

Re: NALC guidelines, Financial Regulations Transparency of Contract Tendering and Funding

Cllr R J Ridley  Date 28/11/13

Cllr A Vane  Date 28/11/13

Cllr F Brand  Date 28/11/13

_____ Date _____

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ECM Dec 2013

NALC guidelines, Financial Regulations, Contract Tendering and Funding

Introduction or Background

The External Auditors have twice stated in their reports of 2012/2013 that CGPC are operating from outdated Financial Regulations and that CGPC update theirs As Soon As Possible, as CGPC are in danger of not acting legally, effectively or efficiently. The clerk as RFO stated in his reply that we can't until a legal decision is made. The External Auditors have also recommended that the trigger amount of £25,000 is of an unreasonable amount to ensure best value is achieved for residents on tenders/quotes for contracts and be lowered to a more realistic amount. Should it be £500.

Therefore, there appears to be no reasonable financial transparency to which CGPC adhere to in obtaining best value for residents on tenders for contracts.

Abbots Langley Parish Council appear to have been able to change their trigger amount without having to await the outcome of updating and implementing NALCs financial regulations, therefore why can't CGPC.

When I asked ALPC about their trigger amount they replied stating that they intended to update their financial regulations without having to await NALC updating the Financial Regulations.

Message Received: July 25 2012, 03:39 PM
From: "Tim Perkins"
To: "Family Ridley"
Cc:
Subject: RE: Councillors post at the parish office

Currently £1000 and above three quotes, although that is expected to rise to £2,000/£2,500 when financial regulations are re-approved in the autumn.

Do CGPC have to await the outcome of the legal decision as the clerk has informed me that he is in possession of NALCs financial guidelines and CGPC already have Standing Order 17.2, that states

The Council's financial regulations shall be reviewed once a year, which is in bold print and can't be suspended or amended as it is a statutory regulation, which CGPC appear to be in breach of for two years.

Also it is as if CGPC have put the cart before the horse by not having current NALC amended guidelines in place prior to setting the 2014/15 precept/budget.

Discussion Narrative

To discuss that CGPC ensure that prior to the precept/budget being set for 2014/15 is accepted that the current NALC Financial Regulations guidelines or amended guidelines are determined and adopted by CGPC prior to setting, accepting and voting on the 2014/15 precept/budget and consideration is giving to the following amendments if not included in the NALC Financial Guidelines.

That at a FCM, CGPC comply with Standing Order 17.2 and at that meeting the councils financial regulations are reviewed annually to ensure that best financial practice is adhered to for the residents of Croxley Green.

To discuss that the trigger amount to ensure best value and a minimum of three quotes/tenders for contracts where possible are presented to council is reduced from £25.000 to £500.

That all contracts including staff contracts and specifics of those contracts that CGPC are currently engaged in are distributed to cllrs, immediately.

That cllrs can obtain/seek independently quotes/tenders for existing and future contracts and present the tenders/quotes to council for consideration,

That all current financial agreements/contracts exceeding £500 are revisited immediately after the next council precept/budget is voted on/accepted. And three quotes are sought for best practice and value, where possible.

That if TRDC or HCC contract works to CGPC that has financial implications, CGPC to determine the cost to residents via TRDC or HCC special expenses where applicable, prior to accepting the contract, to ensure best value for residents.

That all future tendering for contracts which are to be undertaken by outside contractors for CGPC are publicised via the chairman's article in My Croxley two months in advance and on the CGPC website where possible.

That an annual limit of £1000 is introduced to any association/group that currently receives direct funding via a subscription from CGPC and any additional funding required, is only via a grant application. Along with current membership numbers.

Recommendation[s]

Council agree prior to accepting/setting the precept/budget for 2014/15, that a new set of financial guidelines based on current NALC guidelines or any amendments or recommendations proposed by cllrs are adopted by council.

Council agree that the FCM held in September of each year is the meeting that Financial Regulations are reviewed annually to comply with Standing Order 17.2.

Cllr R J Ridley
Cllr F Brand