

CROXLEY GREEN PARISH COUNCIL

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 11 DECEMBER 2008 at 8.00pm

Present: Cllr Norman – In the Chair
David Allison – Clerk to the Council
Amanda Taft – Minute Taker

Cllrs Bains, Hollands, C Jefford, Seeley and Shafe

Voting Members: 6

FA457/08 Apologies for Absence

There were no apologies.

FA458/08 Declaration of Interests

The Chairman stated that declarations of interest may be made throughout the meeting if necessary.

FA459/08 Representations from the Public

There were no public present.

FA460/08 Minutes

The Clerk advised that there had been an error in the October Minutes in that the Account Code for Rates (4016/101) should have read 4011/101. It was proposed by Cllr Hollands and seconded by Cllr Bains that the amended Minutes of the meeting held on 9 October 2008 be approved as correct. The proposal was agreed and the Chairman signed the Minutes. It was noted that the meeting scheduled for Thursday 13 November was cancelled due to the fact that the required 3 clear working days' notice could not have been given.

FA461/08 Matters Arising

There were no matters arising.

FA462/08 Monthly Accounts

The Chairman introduced this item and the Clerk referred Members to the Monthly Management Accounts Report for month 8 (November 2008) which were circulated at the meeting. The Clerk explained the format of the report and proceeded to give an explanation of each expenditure item including:-

A/c Code 4014/101 Light and Heat – The Chairman asked whether the increase in energy prices would be reflected next year's budget and the Clerk confirmed that this was the case.

A/c 4036/101 Property Maintenance – The Clerk clarified that £175 was for the annual service of the alarm.

A/c 4006/103 Protective Clothing – The Clerk confirmed that this was for thermal wear for the Rangers.

A/c 4010/103 Misc Staff Costs – The Clerk clarified that the sum of £77 was for the Rangers' monthly expenses associated with laundering of their work wear and payment towards their mobile phone bills.

A/c 4037/103 Grounds Maintenance – The Clerk advised that the sum of £679 was for reparation works at the Artichoke public house. It was asked whether the Artichoke public house should be responsible for these fees and it was reported that Three Rivers District Council were currently claiming for their legal costs.

A/c 1200/107 Chairman's Charity Income – The Clerk informed Members that the sum of £100 had been raised at the Craft Day raffle.

A/c 4934/299 E&A Project – Flowers in Croxley – The Clerk stated that the figure of £264 was for the purchase of plants.

A/c 4702/302 Community Bus – The Clerk clarified that the sum of £910 was for the Friday bus and this figure was for two months invoices.

It was reported to the Clerk that two of the Christmas lights were not working and the Clerk replied that he was aware of this and would be contacting the company about this.

There being no other matters on the accounts, it was proposed by Cllr Seeley and seconded by Cllr Shafe that the Management Accounts for Month 8 (November) be approved. The proposal was agreed and the accounts were duly signed by the Chairman.

FA463/08 Application for a S137 Grant from the Guild of Sport

The Chairman introduced this item and the Clerk referred Members to the application documents that had been circulated with the Agenda. The Clerk added that Council had previously offered to cut the grass for no fee (CC569/08 refers) but rather than the Parish Council undertaking the work for no fee, the Guild of Sport had been asked to apply for a Grant. It was proposed by Cllr Seeley and seconded by Cllr Bains that the application for £1,500 worth of grass cutting (ie grass cutting for one year) be approved and the proposal was agreed.

FA464/08 Application for a Grant from Croxley Green Community Centre

This item was introduced by the Chairman and the Clerk referred Members to the documents that had been previously circulated with the Agenda. Following a discussion during which the Clerk explained the background, it was proposed by Cllr Bains and seconded by Cllr Seeley that the sum of £5,000 be recommended to Council for ratification and the proposal was agreed.

FA465/08 Budget 2009/2010 and beyond

The Clerk apologised that he had not managed to circulate the updated draft budget (version 6 dated 08/12/2008) and stressed to Members that at this stage, this was a strictly confidential document. The Clerk then went through the budget proposals and suggested to Members that they study the detail for a more full discussion at the Council meeting at the end of the month.

FA466/08 Closure

There being no further business, the Chairman closed the meeting at 9.25pm.