

## CROXLEY GREEN PARISH COUNCIL

MINUTES OF the 248<sup>th</sup> MONTHLY MEETING OF THE COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 24 SEPTEMBER 2009

Present: Cllr Birch in the Chair  
David Allison – Clerk to the Council  
Amanda Taft – Administrative Assistant

Cllrs Bains, Bennett, Brading, Brand, Dann, Martin, Saxon, Seeley, Shafe and Vassiliou

Voting Members: 11

In Attendance: Val Kleanthous

Public: 1

CC688/09 Apologies for Absence

Apologies for absence were received from Cllrs Hollands, C Jefford, Norman, Seabourne and Wynne-Jones.

CC689/09 Declarations of Interest by Members

The Chairman recommended that any declarations be made as necessary throughout the meeting.

CC690/09 Representations from the Public

The Chairman welcomed Mrs Val Kleanthous, Chairman of the Three Rivers District Council (TRDC) Standards Committee to the meeting. Mrs Kleanthous gave a brief talk about her position and the role of the Standards Committee, adding that there had been no complaints from any of the five Parishes in TRDC except for Croxley Green. Cllrs were concerned that this talk was not on the Agenda and the Chairman asked Mrs Kleanthous if she would be willing to attend another meeting when this matter could be placed on an Agenda. Mrs Kleanthous agreed and the Chairman added that the Parish Council should be looking to the future and aiming to ensure Croxley Green works towards Quality Status.

Representations were made by a member of the public concerning various matters:

- Should the Parish Council give consideration to TRDC's initiative of allowing the office toilets to be used as public toilets?;
- Has the Parish Council actually adopted the Complaints and Disciplinary Procedure which is on the website?;
- The Contract for the Green commenting that this work was being undertaken for free;
- Regarding discussions of hiring a Personnel Consultant, should the Parish Council ask other Parish Councils about the roles and responsibilities of their staff in order to determine salaries?;
- Whether there had been a breach of Standing Order 34(a) in respect of potential works to the Community Hall.

CC691/09 Minutes

It was proposed by Cllr Saxon and seconded by Cllr Seeley that the Minutes of the 247<sup>th</sup> Monthly Meeting of the Council held on Thursday 30 July 2009 be accepted. The proposal was agreed and the Chairman signed the Minutes.

CC692/09 Matters Arising

CC674/09 (Matters Arising; CC661/09 Representations from the Public). It was asked if the matter of Public Representations could be discussed during future Standing Orders discussions to clarify how and if representations are reported.

- CC693/09 Committee Reports
- CC693.1/09 Environment and Amenity Committee held on Tuesday 1 September 2009  
 It was proposed by Cllr Martin and seconded by Cllr Seeley that the Minutes of the Environment and Amenity Committee held on Tuesday 1 September 2009 be adopted. The proposal was agreed.
- CC693.2/09 Any matters arising  
 EA594/09 (Representations from the Public). A Cllr stated that it was unclear as to what these representations related to. It was suggested that consideration is given to the wording Members would like amended before the next Environment and Amenity meeting. The Clerk pointed out that this matter could have been raised with him prior to the meeting.  
 EA597/09 (Active Works List). It was reported that the damage to the bus stops which was reported in July still had not been repaired. The Clerk explained that following the departure of one of the Rangers the Council had been one Ranger short and that with the recruitment of a new Ranger there were other pressing matters to deal with globally within the Parish area.
- CC693.3/09 Planning and Development Committee held on Wednesday 2 and Wednesday 16 September 2009  
 It was proposed by Cllr Saxon and seconded by Cllr Bennett that the Minutes of the Planning and Development Committee held on Wednesday 2 and Wednesday 16 September 2009 be adopted. The proposal was agreed.
- CC693.4/09 Any matters arising  
 PD1167/09 (Upgrading the Zebra Crossings, Watford Road). The Clerk was asked if the Member who was reprimanded for his conduct should have been named in the Minutes and the Clerk accepted this point entirely. The matter will be addressed as a matter arising at the next Planning and Development meeting.
- CC693.5/09 Finance and Administration Committee held Thursday 10 September 2009  
 A lengthy discussion took place regarding a Cllr's concerns that the Minutes were incorrect and that the Committee should consider the Minutes prior to their adoption as a Report by Council. It was proposed by Cllr Brading and seconded by Cllr Dann that the Minutes of the Finance and Administration Committee held Thursday 10 September 2009 are not adopted. The proposal was agreed.
- CC693.6/09 Any matters arising  
 There were no matters arising.
- CC694/09 External Audit for year ending 31 March 2009  
 The Chairman introduced this item and the Clerk stated that he was pleased to report that the Council's Annual Accounts for the year ending 31 March 2009 have been successfully signed off by the External Auditor. The Auditor raised four issues:
- Fidelity Guarantee;
  - Internal Auditor's Recommendations;
  - The use of S137 power on one occasion when Council had another power to effect the decision;
  - Insurance
- Fidelity Guarantee**  
 Our current fidelity is £330,000, the comment in the Auditor's report refers to the Council's account as at 31 March 2009 which stood at £207,370.63. With the Precept (due in April)

of £121,422.50 this brought our account to £328,793.13, ie £1,206.87 below our fidelity guarantee. Given the funds in the Council's second account namely £1,281.06, the Council's overall funds would be £330,074.19. The Clerk therefore believed our fidelity is currently correctly set at £330,000.

### **Internal Audit**

The Clerk advised that all recommendations of our internal Audit have been implemented and all systems, controls and protocols are working exceptionally well. The Council approved the Audit Plan for the current year on 30 July 2009 (Minute CC677/09) and the Clerk was confident this year will equally prove to be a good year in respect of effective management of the Council's funds.

### **S137 Power**

The Clerk advised that Council will recall they allocated a S137 grant to the Guild of Sports for maintenance of their playing fields. This could, in fact, have been dealt with under S19 of Local Government (Miscellaneous Provisions) Act of 1976 – power to provide recreational facilities within and outside the area. The Clerk apologised that he had not spotted the opportunity under S19 of the 1976 Act. The Clerk added that Members will be aware that this grant was subject to the Guild submitting maintenance proposals which our Rangers would carry out at nominal cost. The proposals were not forthcoming and indeed an email dated 23 June 2009 was received indicating that they had decided to undertake the works for which the Grant had been allocated themselves.

### **Insurance**

The Clerk informed those present that he was currently reviewing the insurance of all Assets and once complete, would arrange amendment of the policy as and if necessary.

Members duly noted this information.

CC695/09

#### Correspondence

CC695.1/09

#### Councillor requested correspondence

Members noted the list of correspondence and it was requested if the second item on the list (Guild of Sport – Request for Funding) be removed.

CC695.2/09

#### Other correspondence

Members noted the lists of correspondence which the Clerk stated was not exhaustive.

CC696/09

#### Closure

There being no further business the Chairman closed the meeting at 8.48pm.