

CROXLEY GREEN PARISH COUNCIL

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 9 APRIL 2009 at 8.00pm

Present: Cllr Norman – In the Chair Amanda Taft – Administrative Assistant

Cllrs Seeley and Shafe

Voting Members: 3

In Attendance: Cllrs Birch and Saxon

Public: 2

FA490/09 Apologies for Absence

Apologies had been received from Cllrs Bains, Hollands and C Jefford

FA491/09 Declaration of Interests

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

FA492/09 Representations from the Public

Representations were made by Mr Chris Mitchell in his role as Committee Member of the Revels in regard to FA497/09 (below). The Chairman welcomed Mr Mitchell to the meeting.

Mr Mitchell advised that he had attended the meeting in support of the application for a grant. He added that the Revels is the largest, local, family day in Croxley Green and that the event enables local clubs and schools to raise money. Mr Mitchell informed those present that he is aware that the Parish Council already supports the Revels by providing the toilet facilities and by grass cutting but that this grant would provide the £1,000 needed to provide entertainment aimed mainly at young children.

FA493/09 Minutes

It was proposed by Cllr Seeley and seconded by Cllr Shafe that the Minutes of the meeting held on 12 March 2009 be approved as correct. The proposal was agreed and the Chairman signed the Minutes.

FA494/09 Matters Arising

FA488/09 (Application for a S137 Grant from Croxley Art Group). It was asked if the Clerk had informed the Art Group that their application for a grant had been unsuccessful. Amanda Taft stated that she did not think this had been done and the Chairman said he would look into this matter next week.

FA495/09 Monthly Accounts

The Chairman introduced this item and referred Members to the Monthly Management Accounts Report for month 12 (March 2009) which were circulated at the meeting. The Committee reviewed the month 12 Management Accounts and it was proposed by Cllr Seeley and seconded by Cllr Shafe that the Management Accounts for Month 12 (March 2009) be approved. The proposal was agreed and the accounts were duly signed by the Chairman.

FA496/09 Parish Council's Communications Strategy

The Chairman introduced this item and asked Cllr Birch to elaborate. Cllr Birch advised that she was keen for the Parish Council to develop its communication strategy in order that local residents are informed of the work of the Parish Council

and what is happening in Croxley Green. Cllr Birch added that this could be achieved by the issue of more regular, structured press releases, the Parish Pump magazine and the website.

Regarding the website, Cllr Birch informed Cllrs that she had had recent talks with the software company who have a demo-website and template available. The software company were unaware that it was their task to arrange the domain name but they had researched this and had informed Cllr Birch that a company called Kantara could supply the Parish Council with a .gov.uk domain name. The Parish Council could have either croxleygreen-pc.gov.uk or croxleygreenparishcouncil.gov.uk as its domain name. The email address will also be changed to the same format. The additional costs involved would have to be approved by Council.

It was proposed by Cllr Shafe and seconded by Cllr Seeley that the Finance and Administration Committee recommend to full Council that the domain name croxleygreenparishcouncil.gov.uk is registered as the Council's domain name and that Kantara.co.uk are subcontracted by this Council to register the domain at the cost of £104 for the first two years and £64 for the next two years and every two years thereafter and the proposal was agreed.

FA497/09 Application for a S137 Grant from The Croxley Green Society

Cllr Saxon declared an interest and refrained from the discussion.

The Chairman introduced this item and thanked Mr Mitchell for his earlier presentation. The Chairman stated that if the Parish Council were minded to support the application that some type of recognition, ie a plaque would show appreciation and would provide good publicity for the Parish Council. It was then proposed by Cllr Seeley and seconded by Cllr Shafe that the application for a grant of £1,000 be put to Council for approval and the proposal was agreed.

FA498/09 Closure

There being no further business, the Chairman closed the meeting at 8.37pm.