

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
ON THURSDAY 27 FEBRUARY 2020

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

Present: Cllrs Benner, Mitchell, Montague and Walker

Voting Members: 5

Members of the Public: 5

FA1486/20 **Apologies for Absence**

Apologies were received from Cllr Gallagher.

FA1487/20 **Declaration of Interests**

Cllr Benner declared a pecuniary interest in item FA1495/20 on receipt of gifts to the value of £102 from the Chairman's Discretionary Budget to Violet's Gift.

Cllr Walker declared a pecuniary interest in item FA1495/20 invoice for £13 to Croxley Hardware.

FA1488/20 **Representations from the Public**

FA1491/20 A representative from Harvey Road School shared a presentation and spoke about their grant application to rebuild the school swimming pool.

FA1492/20 A representative from the Citizens Advice Service spoke about their grant application to fund a monthly service in Croxley Green at New Road GPs Surgery.

FA1493/20 A representative from the Croxley Green Resident's Association spoke about their grant application to promote the activities of the Resident Association and to help recruit new members.

FA1494/20 A representative from SPACE spoke about their grant application to fund facilitators at the Croxley Green support group for parents and carers of children and young people with ASD, ADHD and related conditions.

FA1489/20 **Minutes**

The Minutes under review for this meeting were those of Thursday 12 December 2019.

Resolved:

- That the Minutes of the meeting held on Thursday 12 December 2019 are approved and signed by the Chairman.

FA1490/20 **Matters Arising**

The Chairman asked the Clerk if a response had been received from BT about phone charges. The Clerk confirmed that no response had been received.

FA1491/20

S137 Grant Application from Harvey Road School

Members discussed the costs of rebuilding the school pool and commended the school on their fundraising activities. Members requested that other primary schools within Croxley Green should be given access to the pool when not in use by Harvey Road School pupils.

Resolved:

- That, subject to confirmation by Council, a grant of £5,000 be paid to Harvey Road School to fund the purchase of a pool liner to complete the school pool rebuilding works.
- That the Clerk writes to Harvey Road to ask them to explore the possibility of external groups having access to the pool.

FA1492/20

S137 Grant Application from Citizens Advice Service in Three Rivers

Members discussed the different locations in Croxley Green that could be used to host the monthly drop in service and the impact the location has on attracting people to attend. Members agreed that having the drop in service back in Croxley Green is a great benefit to the residents who cannot travel to other Citizens Advice Service locations.

Resolved:

- That, subject to confirmation by Council, a grant of £805 be paid to Citizens Advice Service to run a monthly drop in service in Croxley Green New Road GPs surgery.

FA1493/20

S137 Grant Application from Croxley Green Resident's Association

Members agreed that the Croxley Green Resident's Association provides a valuable service to the community and recruiting new members is key to its continuance.

Cllr Mitchell declared a non-pecuniary interest and abstained from voting.

Resolved:

- That, subject to confirmation by Council, a grant of £500 be paid to Croxley Green Resident's Association to fund printing and distribution of a promotional leaflet.

FA1494/20

S137 Grant Application from SPACE

[In accordance with Standing Order 13.1.15 the meeting was temporarily suspended between 8:44 – 8:50 PM to allow Members the opportunity to ask questions of the representative from SPACE]

Members discussed the marketing activities that SPACE need to complete to promote their organisation to parents in Croxley Green and create stronger ties with local schools.

Resolved:

- That, subject to confirmation by Council, a grant of £1,094 be paid to SPACE to fund facilitators at the Croxley Green support group.
- That the Clerk writes to SPACE with contact information of local groups and societies.

FA1495/20

Monthly Accounts

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

Month 9 (December)

4010/101 – Misc Staff Costs (£234) – quarterly payment to payroll provider and staff Christmas lunch.

4027/101 – Computer Software and IT (£955) – annual maintenance and support fee for Rialtas, the Council's accounting software and Google monthly fees.

4201/102 – Chairman's Discretionary Budget (£128) – Donation to Violet's Gift and Christmas Gifts for Community Bus Driver and Office Cleaner.

4041/103 – Equipment Hire (£300) – hire of flail to clear undergrowth in Weston Wood.

4711/107 – Grants Permitted & Section 137 (£3000) – payment to Croxley Green Parish Nurse project.

4049/203 – Dog Hygiene (£933) – monthly cost of emptying dog bins.

4628/211 – Promotional Banners (£52) – banner to promote Croxley Green Christmas Market.

4940/299 – E&A Local Market (£675) – hire of brass band and festive lighting of Croxley Green Christmas market.

Month 10 (January)

4038/103 – Maintenance Contracts (£750) – cost of making safe a beech tree in Weston Wood.

4042/103 – Equipment Maintenance (£226) – cost to repair the Chipper.

Resolved:

- That the Management Accounts for Month 9 (December) and Month 10 (January) be approved and signed by the Chairman.
- That the Schedule of Payments for Months 9 (December) and Month 10 (January) be approved and signed by the Chairman.
- That Cllrs Benner and Walker did not vote on this item.

FA1496/20

Exclusion of Press and Public

The Chairman moved, duly seconded, the following motion and it was agreed:

that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined under paragraph 3 of Part I of Schedule 12A to the Act. It has been decided by the Council that in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

FA1497/20

Updates from Land Transfer Working Group

Cllr Mitchell informed Members that an update on activities to take over the lease of the Red Cross Centre had been shared with the public at the Local Area Forum on 26 February 2020. The Clerk advised he sent a further letter to the British Red Cross Society, to the Finance Director, as no substantive reply had been received from the Society's Head of Property to the letter sent in November 2019. The Clerk advised he sent a letter to Officers at TRDC and District Councillors to enlist support for Croxley Green Parish Council to take over the lease of the building at minimal cost to the Council.

FA1498/20

Closure

There being no further business the Chairman closed the meeting at 9.21 pm