

01923 710250  
@CroxleyGreenPC  
info@croxleygreen-pc.gov.uk  
www.croxleygreen-pc.gov.uk



Community Way  
Croxley Green  
Rickmansworth  
Hertfordshire WD3 3SU

MINUTES OF the 371st MEETING OF THE COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 29 JUNE 2023

Present: Cllr Crabtree in the Chair Ryan Bennett – Clerk to the Council  
Amanda Gardiner – Administrative Officer  
Cllrs Bichard, Gallagher, Glasser, Hughes, Kyriakou, Montague, Sian and Tobin  
Voting Members: 9  
Not Present: Cllr Benner  
Members of the Public: 1

**CC2411/23 Apologies for Absence**

Apologies were received and approved from Cllrs Jolowicz, Panju, Parks and Reed.

**CC2412/23 Declarations of Interests by Members**

The Chairman recommended that any declarations be made at the appropriate time.

**CC2413/23 Parish Matters**

No matters were raised.

**CC2414/23 Three Rivers District Council Climate and Sustainability Strategy Consultation**

A presentation on the Three Rivers District Council Climate and Sustainability Strategy was given by Three Rivers District Council Climate Change, Sustainability and Recycling Officer.

**CC2415/23 Minutes**

The Minutes up for review were the Minutes of the 370<sup>th</sup> Meeting of the Council held on 20 April 2023 and Minutes of the Annual Meeting of Council held on 20 April 2023.

**Resolved:**

- That the Minutes of the 370<sup>th</sup> Meeting of the Council held on 20 April 2023 and Minutes of the Annual Meeting of Council held on 20 April 2023 be approved and signed by the Chairman.

**CC2416/23 Matters Arising**

AGM208/23 Appointment to External Bodies 2023/24 –Cllr Gallagher expressed an interest in representing the Parish Council at the Three Rivers Highways Liaison meetings.

**CC2417/23 Representations from the Public**

No representations were made.

**CC2418/23 Committee Reports**

CC2418.1/23 Planning and Development Committee held on Thursday 6 and Tuesday 18 April 2023 and Tuesday 2 May 2023

**Resolved:**

- That the Minutes of the Planning and Development Committee meeting held on Thursday 6 and Tuesday 18 April 2023 and Tuesday 2 May 2023 be adopted as a report of the meeting.

CC2418.2/23 Matters Arising

There were no matters arising.

CC2418.3/23 Leisure, Events and Environment Committee held on Tuesday 7 May 2023

**Resolved:**

- That the Minutes of the Leisure, Events and Environment Committee meeting held on Tuesday 7 May be adopted as a report of the meeting.

CC2418.4/23 Matters Arising

There were no matters arising.

CC2418.5/23 Finance and Administration Committee held on Thursday 23 February 2023 and Thursday 27 April 2023

**Resolved:**

- That the Minutes of the Finance and Administration Committee meeting held on Thursday 23 February 2023 and Thursday 27 April 2023 be adopted as a report of the meeting.

CC2418.6/23 Matters Arising

There were no matters arising.

**CC2419/23 Clerk's Report**

The Clerk provided a summary of activities undertaken by the Parish Council Officers' and Rangers, including:

- Local Area Forum
- New Parish Council website
- Croxley Revels
- New MUGA opening

**CC2420/23 Internal Audit Report**

The Clerk provided a verbal update on the Internal Audit Report. The Clerk was happy to report that the Auditor identified no issues of concern. The Clerk advised that all recommendations listed in the report would be implemented and that, following a discussion with the Internal Auditor, a new bank account would be opened to spread the financial risk to the Parish Council. Members commented that the Council should seek to alleviate financial risks to the Parish Council and wider Croxley Green community wherever possible.

**CC2421/23 Annual Governance and Accountability Return**

The Clerk advised that the Annual Governance and Accountability Return was circulated with the Agenda for Members to review.

**Resolved:**

- That the Annual Return Section 1 (Annual Governance Statement) be signed accordingly.

**CC2422/23 Annual Statement of Accounts 2022/23**

The Clerk advised that the Annual Accounts ending 31 March 2023 were circulated with the Agenda for Members to review.

**Resolved:**

- That the Annual Accounts for the year ending 31 March 2023 be approved and signed.
- That the Annual Accounting Statements (Section 2 of the Annual Governance & Accountability Return) for the year ending 31 March 2023 be approved and signed.

**CC2423/23 P&D Meeting Date and Time Change**

The Chairman introduced the recommendation from the P&D Committee. The Clerk advised that the proposed new date and time is the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of every month at 8pm.

**Resolved:**

- That the recommendation from the P&D Committee is accepted.
- That P&D Committee Meetings will now be held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of every month with effect from Wednesday 5<sup>th</sup> July 2023.

**CC2424/23 Home Working Policy**

The Chairman introduced the recommendation from the HR & Compliance Committee on the Home Working Policy and asked the Clerk to elaborate. The Clerk advised Members that a Home Working Policy was required to cover Staff not permanently located in the Parish Council Office. Members suggested adding page numbers and date adopted to the footer.

**Resolved:**

- That the recommendation from the HR & Compliance Committee is accepted.

**CC2425/23 Future of the Red Cross Centre**

The Chairman introduced the paper on the Future of the Red Cross Centre and asked Cllr Gallagher to elaborate as lead member of the working group.

**Resolved:**

- That the Parish Council wishes to see the site and the building retained as community assets.
- That the Parish Council wishes to be included in any discussions about the future of the building and site.

**CC2426/23 Office Replacement**

Cllr Tobin provided a verbal update on activities of the Office Replacement Working Group.

**CC2427/23 Closure**

There being no further business, the Chairman closed the meeting at 9:18 pm