

CROXLEY GREEN PARISH COUNCIL

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 8 JULY 2010

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

Cllrs Bennett, Hollands, Martin, Norman and Shafe

Voting Members: 6

In Attendance: Cllrs C Jefford, Saxon, Seeley and Vassiliou

FA623/10 Apologies for Absence

There were no apologies to note.

FA624/10 Declaration of Interests

There were no declarations of interest.

FA625/10 Representations from the Public

There were no public present.

FA626/10 Minutes

Resolved:

- that the Minutes of the meeting held on Thursday 10 June 2010 be approved and be signed by the Chairman.

FA627/10 Matters Arising

FA620/10 (Matters Arising: FA611/10 Council Office, New Emergency Exit Door). A Cllr commented that this subject had been discussed in the past and the Clerk confirmed that there was £5,000 in Reserves for the refurbishment of the office area.

FA621/10 (Monthly Accounts; 4024/101 Insurance). The Clerk was asked if he had produced the schedule to show where monies are potentially being taken from Reserves and he clarified that he was currently working on it and would circulate it to Cllrs once it is finished.

FA621/10 (Monthly Accounts; 4027/101 Computer IT). When asked about this matter by a Cllr, the Chairman advised that new computer systems would be subject to budget discussions and expert opinions and advice.

FA621/10 (Monthly Accounts; 4260/107 Community Hall Membership). It was asked if the double entry had been adjusted and the Chairman replied that this would be elucidated during the next item on the Agenda.

FA628/10 Monthly Accounts

The Chairman introduced this item and referred Members to the Monthly Management Accounts Report for month 3 (June 2010) which was circulated at the meeting. The Clerk gave Members an overview of the monthly expenditure. Some items noted included:

102/1201 Chairman's Allowance – The Chairman was asked whether she had spent any of this budget item and she advised that she had not, but that she had forthcoming events planned when she may need to use some of it.

102/4300 Events – Revels on the Green – The Clerk advised that the marginal overspend was due to the fact that a refund for the helium gas cylinder was due.

103/4010 – Misc Staff Costs – The Clerk informed Members that a sub-contractor was hired in order to complete Rickmansworth School garden.

4051/103 – Vehicle License & Insurance – The Clerk advised that the negative figure was a refund.

107/4200 – Chairman's Charity Expenditure – It was asked if all cheques had been sent to previous years' charities and the Clerk replied that the cheque had been sent to the Scouts but that he was yet to send the cheques to the other charities. The Chairman asked if the Scouts had acknowledged receipt of their cheque and the Clerk advised that there had been no contact from them.

107/4260 – Community Hall Membership – The Clerk said that the credit of £9600 was to correct a double entry.

203/4049 – Dog Hygiene – The Clerk informed Cllrs that the dog bins are now emptied twice-weekly. He was asked if the waste collection price had increased and he confirmed that he was not aware of an increase.

Cllr Norman declared an interest in the following item and refrained from the discussion.

211/4610 – Events – Fireworks on the Green – It was pointed out that this year, the cost of the sound system will be an extra £100 due to the fact that two people (rather than one as per last year) will be attending to rig and de-rig the loudspeakers etc. The Clerk recommended that once the actual amount of overspend is known, approval from the Finance and Administration Committee could be sought.

299/4935 – E&A Project – Village Signs – It was asked if the insurance would cover the cost of the sign to replace the sign that was stolen and the Clerk said that he was hopeful but was waiting to hear back.

4043/301 – Salt Bins/Salt – It was asked whether County should be assisting with this item and the Chairman replied that this was discussed at the Joint Parish meeting and other Parishes were in the same situation. It was pointed out that Council have already agreed the budget sum of £1000 for this item. One Cllr asked for a copy of the Joint Parish meeting Minutes.

Resolved:

- that the Management Accounts for Month 3 (June 2010) be approved and be signed by the Chairman.

FA629/10

Closure

There being no further business, the Chairman closed the meeting at 8.22pm.