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Community Way  
Croxley Green  
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MINUTES OF A MEETING OF THE  
**FINANCE AND ADMINISTRATION COMMITTEE**  
HELD Online using ZOOM secure video conference  
ON THURSDAY 11 MARCH 2021 at 8:00 PM

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

Present: Cllrs Benner, Cole, Mitchell, Montague, Tobin

Voting Members: 6

Members of the Public: 3

**FA1556/21** **Apologies for Absence**

Apologies were received from Cllr Kyriakou.

**FA1557/21** **Declaration of Interests**

Members were invited to declare interests as appropriate during the course of the meeting.

**FA1558/21** **Representations from the Public**

**FA1562/21** A representative from Harvey Road School shared a presentation and spoke about their grant application for funding to set up classroom library areas and purchase new books.

**FA1562/21** A representative from Croxley Green Cricket Club spoke about their grant application for funding to replace the artificial cricket pitch.

**FA1562/21** A representative from Croxley Green and Chorleywood Community First Responders spoke about their grant application for £2,500 to cover the cost of purchasing medical kit, diagnostic devices and equipment to assist elderly people who have fallen. First Responders are trained local volunteers who receive 999 calls when on duty enabling them to reach patients quickly – in 60% of cases before the ambulance arrived.

*[Under Standing Order 13.1.15 it was agreed to suspend the meeting between 8:14-8:17pm]*

**FA1562/21** **Grant Applications**

*[Under Standing Order 13.1.6 it was agreed that this item be brought up the Agenda]*

Members acknowledged that Harvey Road School had previously received a grant to refurbish the school pool. Members discussed the impact of covid on the school's ability to raise funds. Members agreed that providing school children with a wide range of reading materials improves their communication skills and can help with wellbeing. Members requested that the grant is paid from the Coronavirus Earmarked Reserve.

Members discussed the impact of Covid on the cricket club's ability to raise funds and commended the club that annual fees were kept low to prevent them from being a barrier to joining. Members recognised the diversity of teams that play at

the club. Members requested that the grant is paid from Coronavirus Earmarked Reserve.

Members discussed the grant application from Croxley Green & Chorleywood First Responders. Members thanked the First Responder representative for their service to the community. Members recognised that covid has stopped First Responders from sharing equipment and the purchase of an additional kit including equipment to safely raise elderly people who have fallen off the floor will benefit residents in Croxley Green and may prevent the need for them to be transferred to hospital. Members requested that the grant is paid from Coronavirus Earmarked Reserves.

**Resolved:**

- That a grant of £950 be paid to Harvey Road School.
- That a grant of £3,000 be paid to Croxley Green Cricket Club.
- That a grant of £2,500 be paid to East of England Ambulance Service NHS Trust for the express use by Croxley Green & Chorleywood Community First Responders.

**FA1559/21**

**Minutes**

The Minutes under review for this meeting were those of Thursday 17 December 2020.

**Resolved:**

- That the Minutes of the meeting held on Thursday 17 December 2020 are approved and signed by the Chairman.

**FA1560/21**

**Matters Arising**

**FA1552/20** - Vehicle Replacement – a councillor asked when the new vehicle would be delivered. The Clerk responded that the deposit had been paid and that the vehicle will be available in September 2021. The garage will contact us if a vehicle is available earlier.

**FA1553/20** – Watford & Three Rivers Trust Funding Fair 2021 – a councillor asked if the Clerk had received any feedback from other Parish Councils. The Clerk confirmed that no other Parish Councils had taken part. Cllr Cole agreed to attend the Watford & Three Rivers Trust Funding Fair.

**FA1556/21**

**Monthly Accounts**

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

**Month 9 (December)**

4027/101 – Computer Software & IT (£1,029) regular monthly software costs plus annual license for Rialtas (accounting software used by the office) and KVA (website hosting).

4405/202 – Equipment Maintenance (£561) replacement parts for the Tractor Flail.

4412/202 – Grounds Maintenance (£775) cost of trees and support posts in Mill Lane.

**Month 10 (January)**

4008/103 – Training (£230) cost of First Aid requalification course for Ranger.

4412/202 – Grounds Maintenance (£856) cost of wood to rebuild the handrail on Footpath 7, spring plants for Mill Lane and padlocks.

**Month 11 (February)**

4907/199 – Vehicle Replacement (£1,000) deposit for the Toyota Hi-Lux.

4404/202 – Equipment Hire (£650) cost of flail deck hire to use on the Ride-On Mower.

4601/211 – Christmas Competition (£231) cost of engraving shields and trophies for winners of Christmas Lights Competition.

**Resolved:**

- That the Management Accounts for Month 9 (December), Month 10 (January) and Month 11 (February) be approved and signed by the Chairman.
- That the Schedule of Payments for Month 9 (December), Month 10 (January) and Month 11 (February) be approved and signed by the Chairman.

**FA1562/21 Grant Applications**

This item was discussed above.

**FA1563/21 Casual Vacancies**

The Clerk advised members that there has been good interest in the 2 vacancies for councillors in Durrants Ward. Information contained in the Spring edition of the Parish Pump had prompted some applications.

**FA1564/21 Local Government Reform in Hertfordshire**

The Clerk advised members that HAPTC had asked Parish Councils to provide details of services that they could run if a Unitary Council was formed in Hertfordshire. The Clerk will draw up a list of what we would or would not want to do for review by Councillors.

**FA1565/21 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.

**FA1566/21 Croxley Green Woodland**

The Clerk and Cllr Mitchell gave a verbal update on an area of Croxley Green Woodland.

**FA1567/21 Closure**

There being no further business the Chairman closed the meeting at 9.36 pm