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Community Way
Croxley Green
Rickmansworth
Hertfordshire WD3 3SU

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
ON THURSDAY 12 DECEMBER 2019

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

Present: Cllrs Benner, Cole, Mitchell and Montague

Not Present: Cllr Hobbs

Voting Members: 5

FA1478/19 Apologies for Absence
No apologies were received.

FA1479/19 Declaration of Interests
The Chairman recommended that any declarations be made at the appropriate time.

FA1480/19 Representations from the Public
No representations were made.

FA1481/19 Minutes
The Minutes under review for this meeting were those of Thursday 24 October 2019.

Resolved:

- That the Minutes of the meeting held on Thursday 24 October 2019 are approved and signed by the Chairman.

FA1482/19 Matters Arising
No matters arising.

FA1483/19 Monthly Accounts
The Clerk brought Member's attention to the following payments for the previous months:

Month 7 (October)

4008/101 – Training (£50) – contribution to TRDC for Code of Conduct Training.

4027/101 – Computer Software and IT (£638) – annual license fee for Parish Online, the Council's mapping software.

4024/102 – Subscriptions/Publications (£375) – SLCC Membership fees.

1080/211 – Miscellaneous Income (£15) – payment from Christmas Market Stallholder

4626/211 – Infant School Sunflower Comp (£357) – payment to local schools that competed in 2019 Sunflower competition

4979/299 – Beautification of Croxley (£1421) – 6 month rental of 4 flower planters with bike racks on Watford Road.

Month 8 (November)

4021/101 – Telephone & Fax (£496) – Higher cost due to broadband usage charges. Clerk advised moving onto more cost effective usage plan.

4036/101 – Property Maintenance (£936) – update to security system to dedicated line; repairs to the main door handle; relocating the shutter to prevent future damage to the front door.

4006/103 – Protective Clothing (£242) – waterproof winter jackets for the Rangers.

1080/211 – Miscellaneous Income (£60) - payment from Christmas Market Stallholders.

4605/211 – Christmas Lights (£3,416) – cost of installing the Christmas lights on lampposts in Croxley Green and installation of Christmas Tree in front of the library.

4610/211 – Fireworks on The Green (£1,667) – final payment for security barriers to create safe space to view fireworks on NYE.

4629/211 – Allotment for Preschool Children (£75) – cost of compost to replenish the 5 growing beds ready for next year.

4633/211 – Pumpkin Carving (£120) – payment to Grocer on the Green for 50 large pumpkins.

4975/299 – Defibrillators (Purchase) (£689) – installation of defibrillator on property in Byewaters.

Resolved:

- That the Management Accounts for Month 7 (October) and Month 8 (November) be approved and signed by the Chairman.
- That the Schedule of Payments for Months 7 (October) and Month 8 (November) be approved and signed by the Chairman.

FA1484/19

Budget 2020/21

Members reviewed the annual budget proposals for the financial year 1 April 2020 to 31 March 2021. The Clerk advised that he hoped to reduce the cost of budget line 4021/101 (Telephone & Fax) but could not currently give an accurate figure as to what it might be.

Resolved:

- That, subject to alterations made by the Clerk to budget line 4021/101, the F&A Budget for 2019/20, a total of £234,990, is put forward to the Council for approval.

FA1485/19

Closure

There being no further business the Chairman closed the meeting at 8.49 pm