

CROXLEY GREEN PARISH COUNCIL

MINUTES OF A MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 12 JULY 2012

Present: Cllr Bennett – In the Chair
David Allison – Clerk to the Council
Amanda Taft – Administrative Officer

Cllrs Edmunds, Seeley and Shafe

Voting Members: 4

Public: 2

FA825/12 Apologies for Absence

Apologies were received from Cllrs Jordan and Mitchell.

FA826/12 Declaration of Interests

The Chairman recommended that any declarations of interest be made, if necessary, throughout the meeting.

As a member of the Parochial Parish Council, the Chairman declared a non-pecuniary interest in item FA832/12.

In accordance with Standing Order 9.1.6 it was agreed that items FA831/12 (S137 Grant Application from Croxley Green Guild of Sport) and FA832/12 (S137 Grant Application from All Saints' Church) be discussed after FA827/12 (Representations from the public).

FA827/12 Representations from the Public

Representations were made by two people in support of their grant applications.

The Treasurer of the Guild of Sport advised that the aim of the Guild of Sport was to bring sport to the village and added that the cricket wicket was now in use and that the youth teams and girls section were increasing. It was stated that storage was a huge problem and there was no secure area for storage. The application for a grant for 50% of the cost of two containers would mean that space in the changing rooms would be freed up resulting in them being used for their intended purpose.

A representative from All Saints' Church stated that All Saints' Church hall was seen as a major asset to the local community, used by an average of 700 people per week and that hire charges were kept deliberately low so as not to deter less well-off groups. It was stated that a survey was carried out in 2009 which identified the top priority as the installation of a new boiler and a complete overhaul of the heating. This work was undertaken in 2010 and the roof was insulated in 2011. The second priority was the enlargement and modernisation of the kitchen to solve the current problems of space, safety, hygiene and equipment. The overhaul of the kitchen was priced at just under £30,000 of which £23,000 has been raised so far. It was requested that the Parish Council helps by funding a new cooker (£1,200) and a large hot cabinet (£950).

FA828/12 Minutes

Resolved:

- That the Minutes of the meeting held on Thursday 14 June 2012 be approved and be signed by the Chairman.

FA829/12 Matters Arising

FA822/12 (Matters Arising). The Clerk was asked about the situation with the Village Hall and membership of Croxley Green Community Club. The Clerk advised that the membership monies had not been passed over by the Association to the Club and that the assurances that had been given by the Association to Councillors and the Clerk at the meeting of 20 May 2012 have not been honoured by the Association. In response to the question from a Cllr regarding a potential breach of the agreement, the Clerk advised that he believed such a breach of the agreement and the intent of the agreement had taken place. The Clerk further advised that what should happen now is that representatives from the Association, the Club, Community Matters and the Parish Council should have a meeting to resolve the matter.

FA830/12 Monthly Accounts

There was an adjournment to allow Cllrs the time to peruse the accounts. The Clerk brought to Members attention some items of expenditure for month 3 (June):

4026/101 Photocopy Hire/Charges and 4021/101 Stationery, Printing and Postage (-£437 and £572 respectively) the Clerk pointed out that this was a recoding.

4027/101 Computer Software and IT £680, Members were informed that a catastrophic failure meant it was necessary for the Clerk to have a new computer.

4037/103 Grounds Maintenance -£156, the Clerk advised that this was a credit for returned sleepers as the rangers had overestimated how many they needed.

4260/107 Community Hall Membership and 4711/107 Grants, Permitted and Section 137 (£9,600 and -£9,500 respectively) the Clerk stated that this was a double entry which needs to be corrected within the accounts.

4611/211 Events – Senior Citizens Trip £960, it was pointed out that a huge number of cards and thank you letters had been received demonstrating how appreciative the senior citizen day trippers were of the day trip to Clacton-on-Sea.

Resolved:

- That the Management Accounts for month 3 (June) be approved and be signed by the Chairman.

FA831/12 S137 Grant Application from Croxley Green Guild of Sport

The Chairman introduced the grant applications and advised Members that there had been £2,000 in the budget this year for S137 Grants of which three £100 grants had been awarded leaving a balance of £1,700. The Chairman added that the Parish Council could decline both grants on the Agenda or could agree both applications and share the money or award the money requested by taking money from Reserves. He added that should money be taken from Reserves, the precept would have to be increased or cuts would need to be made. He pointed out that this was an important decision and there were only 4 Cllrs present and only 3 would be able to discuss All Saints' application. He informed Members that these matters could be put to council to decide or they could be decided tonight for Council to ratify.

The Treasurer of the Guild was asked if the containers require planning permission to which she replied that she was unsure but she did not believe so, she added that they would probably need two and they would be painted and dressed with trellis to make them visually more appealing. The Treasurer was also asked how many changing rooms the Guild would have if the storage problem was resolved and she replied four. The Chairman asked if Members wished to support the application and they did although they were unsure as to what extent.

The Clerk pointed out that the recommended minimum Reserves was 50% of the annual expenditure and currently there was a shortfall of £76,976. Attention was also drawn to the fact that we are only in month four of the financial year and the balance of £1,700 in the budget for S137 Grants.

Members decided that they would also like to support this application but they would like Council to decide on the amount of the grant.

Resolved:

- That the Parish Council supports the grant application but in view of the limited budget to ask Council to decide as to what financial extent the grant should be supported.

FA832/12 S137 Grant Application from All Saints' Church

The Chairman had earlier declared a non-pecuniary interest in this item and so he stood down and refrained from the discussion and Cllr Shafe Chaired this matter.

Members decided that they would also like to support this application but they would like Council to decide on the amount of the grant.

Resolved:

- That the Parish Council supports the grant application but in view of the limited budget to ask Council to decide as to what financial extent the grant should be supported.

FA833/12 External Redecoration of the Council's Office

The Clerk advised that the sum of £3,000 for the external redecoration of the Council offices had been included in this year's budget. He added that the lease with Three Rivers District Council requires this work to be carried out every five years although it was last undertaken in 2005. He advised that he was in the process of drawing up the specification for quotes, of which there would be at least three.

FA834/12 PART 2

Resolved:

- That the meeting proceeds to a confidential, Part 2 discussion.

FA834.1/12 Staffing Committee

Members discussed salary proposals which will be put to full Council for ratification.

FA835/12 Closure

There being no further business, the Chairman closed the meeting at 9.28pm.