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Community Way  
Croxley Green  
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MINUTES OF A MEETING OF THE  
**FINANCE AND ADMINISTRATION COMMITTEE**  
ON THURSDAY 12 JULY 2018

Present: Cllr Saxon – In the Chair Ryan Bennett – Administrative Assistant

Present: Cllrs Cole, Gallagher & Montague.

Voting Members: 4

Not Present: Cllr Mitchell

FA1373/18 Apologies for Absence  
Apologies were received from Cllr Hollands.

FA1374/18 Declaration of Interests  
The Chairman recommended that any declarations be made at the appropriate time.

FA1375/18 Representations from the Public  
No representations were made

FA1376/18 Minutes  
The Administrative Assistant drew member's attention to the fact that the Minutes under review for this meeting were those of Thursday 14 June 2018.

**Resolved:**

- That the Minutes of the meeting held on Thursday 14 June 2018 be approved and be signed by the Chairman.

FA1377/18 Matters Arising  
There was no Matters Arising.

FA1378/18 Monthly Accounts  
The Administrative Assistant brought member's attention to the following payments for the previous month:

**Month 2**

4003/101 – Data Protection Officer / Service (£2750) –Relates to the payment made to the DPO Centre to provide data protection services to Croxley Green Parish Council.

4027/101 – Computer Software & IT (£420) – £280 refers to the Council's subscription to Survey Monkey. This will be recoded to 4024/102.

4036/103– Property Maintenance (£150) – Relates to the maintenance of the roller shutter on the depot.

4611/211 – Senior Citizens Coach Trip (£1160) – Refers to the rental of 2 coaches for the 2018 Coach Trip.

4629/211 – Allotment for Preschool Children (£20) –Relates to subscription paid to the Barton Way allotment society.

4975/299 – Defibrillators (Purchase) (£1307) – Purchase of new defibrillator to be installed on the Byewaters estate.

4049/203 – Dog Hygiene (£2534) – Purchase of two sets of dog bags.

**Resolved:**

- That the Management Accounts for Month 3 (June) be approved and signed by the Chairman.
- That the Schedule of Payments for Month 3 (June) be approved and signed by the Chairman.

FA1379/18

PART 2

**Resolved:**

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

FA1379.1/18 Neighbourhood Plan

The Chairman opened the item and referred Cllrs to the list of Leisure and Community Facilities which was included in the Neighbourhood Plan.

**Resolved:**

- It was agreed that informal approaches be made to some of the organisations on the list of Leisure and Community Facilities in regards to potential sites becoming listed as Assets of Community Value.

*[Post Meeting Note: There is no separate confidential set of minutes, on this occasion, as these accurately reflect the discussion which took place]*

FA1380/18

Closure

There being no further business the Chairman closed the meeting at 8:26pm