

## Abbots Langley Parish Council

Minutes of the Finance & Administration Committee Meeting held at 7.30 p.m. on Monday 25<sup>th</sup> January 2010 in the Council Offices, Langley Road, Abbots Langley.

Those Present:

Chairman	Councillor K D Williams
Vice Chairman:	Councillor G W Emery
Councillors	Councillor J Hill
	Councillor Mrs D J Lay
	Councillor M T Morton
	Councillor Ms B Phipps
	Councillor O W Roe
	Councillor Miss I V Young

Officers: Mrs C Byrne - Finance Officer

The meeting opened at 7:30 p.m.

### **488. Apologies for Absence**

There were no apologies for absence. Mr Tim Perkins, Clerk, is on annual leave.

### **489. Declarations of Interest**

Councillor Emery declared an interest in Item 6 (minute 494) the grant application for 2009/10 from the Bedmond Women's Institute.

Councillor Miss Young declared an interest in Item 6 (minute 494) the grant application for 2009/10 from the Royal British Legion.

Councillor Mrs Jane Lay declared an interest in Item 6 (minute 494) the grant application for 2009/10 from the Abbots Langley Cricket Club.

### **490. To confirm the Minutes of the previous meeting**

It was proposed by Councillor Hill, seconded by Councillor Morton and **RESOLVED** that the minutes of the meeting held on 23<sup>rd</sup> November 2009, copies of which had been sent to all Members of the Parish Council and which had been adopted by the Council, be taken as read and were signed by the Chairman as a correct record.

### **491. Public Participation**

No members of the public had expressed an interest in addressing the Finance & Administration Committee.

Two representatives of the Abbots Langley Players were present and answered members' questions in relation to their grant application for 2010/11.

### **492. Internal Audit**

Members considered the revised insurance costs for increased Business Interruption and Public Liability insurances.

It was proposed by Councillor Hill, seconded by Councillor Morton and **RESOLVED** to increase Business Interruption cover from £28k to £56k.

It was proposed by Councillor Mrs Jane Lay, seconded by Councillor Morton and **RESOLVED** to increase Public Liability cover from £5m to £10m.

The Finance Officers informed members that the Clerk had been unable to find any insurers that offer Key Employee insurance for Parish Councils. Councillor Hill offered to ask his insurers whether they could offer the council Key Employee insurance.

The Finance Officer informed members that the new safes had not yet been ordered but would be ordered soon.

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### 493. Insurance - Rebuilding Costs

Members considered the Clerk's recommendation in his report that the Council should get an up to date valuation of rebuilding costs of all its properties before renewal of the insurance policy on 1<sup>st</sup> April 2010. Members agreed that the valuation should take place.

### 494. Grants

It was proposed by Councillor Morton, seconded by Councillor Hill and **RESOLVED** that the following grants should be awarded under The Parish Councils (Power to Promote Well-being) (Prescribed Conditions) Order 2008:

- i. **St Paul's Church Langleybury**  
£1900 for the purpose of maintaining the churchyard and £100 for maintaining the clock.
- ii. **St Lawrence's Church**  
£2750 for the purpose of maintaining the churchyard.
- iii. **St Lawrence's Church**  
£2500 for the purpose of resurfacing two footpaths within the church grounds.
- iv. **Lions Club of Watford**  
£2000 for the purpose of the Abbots Langley Carnival and Firework Display.
- v. **Abbots Langley Cricket Club**  
£500 for the purpose of maintaining the cricket square.
- vi. **Langleybury Cricket Club**  
£500 for the purpose of maintaining the cricket square.
- vii. **Royal British Legion**  
£250 for the purpose of subsidising their hall hire costs.
- viii. **Bedmond Women's Institute**  
£200 for the purpose of subsidising their hall hire costs.
- ix. **Abbots Langley Women's Institute**  
£200 for the purpose of subsidising their hall hire costs.
- x. **Abbots Langley Players**  
£350 for the purpose of subsidising their increased hall hire, licence, rehearsal room and production costs.
- xi. **Abbots Youth Football Club**  
£500 for the purpose of subsidising their pitch hire costs.
- xii. **Abbots Langley Performing Arts Society**  
£200 for the purpose of subsidising costs relating to the Abbots Langley Festival of Arts 2010.

Having declared an interest Councillors Emery, Miss Young and Mrs Lay did not participate in the discussion or vote on awarding the grants above.

Members also considered two grant applications from the Abbots Langley Bowling Club for profiled rubber lengths for ditches and replacement of the felt roof on the extension to the club house. A decision was deferred until the council's and club's responsibilities are clarified.

Members also considered an application from the Herts County Scout Council for money towards the purchase of two activity centres, building up an

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improvement/development fund and fund raising campaign expenses over three years. Members would like a presentation from the Scouts regarding this project.

It was proposed by Councillor Ms Phipps, seconded by Councillor Emery and **RESOLVED** that Roger Sands be requested to give a presentation on the Herts County Scout Council project at the next meeting of the Finance & Administration Committee.

Members discussed the item referred from the Parish Council Meeting of the 11<sup>th</sup> January 2010 in draft minute 466 about how grant recipients should acknowledge the grants they receive. Councillor Hill suggested a page in the Villager and My Abbots and an article in the Watford Observer listing all the grants made for 2010/11. Councillor Ms Phipps said ALPC should be mentioned on the thank you page on the organisation's website and the grant mentioned in their accounts. Councillor Mrs Jane Lay suggested that each organisation should have a certificate on display at the venue where they meet. Councillor Hill suggested that we should put up an A3 laminated sheet listing the grants in each of our halls. Councillor Williams said that we should also have an A4 version up on all the notice boards and for the theatre groups there should be a mention on their programmes.

### 495. Legal Advice - Parish Council and Henderson Hall

The Finance Officer gave a brief summary of the main points in the letter from Hedleys Solicitors that the Henderson Trust must be separated from the Parish Council and the Power of Wellbeing would give the flexibility for the Council to provide certain services to the Trust.

Councillor Williams informed members that under the Power of Wellbeing the Council could give as large a grant as was needed to the Henderson Memorial Hall.

It was proposed by Councillor Miss Young, seconded by Councillor Mrs Jane Lay and **RESOLVED** that a Working Party should be formed to review with the Clerk the legal, financial and operational working arrangements that need to be put in place between the Parish Council and the Henderson Hall Managing Trustees and to subsequently report back to the Parish Council.

### 496. Budget Monitoring Report (Q3)

Members considered the Budget Monitoring Report to the 31<sup>st</sup> December 2010.

Members requested that the Clerk should report back to the next meeting of the Finance & Administration Committee regarding new energy contracts.

The meeting closed at 9:45 p.m.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_