

## Abbots Langley Parish Council

Minutes of the Finance & Administration Committee Meeting held at 6:00 pm on Monday 25<sup>th</sup> February 2013 in the Council Offices, Langley Road, Abbots Langley.

Those Present:

Chairman	Councillor S L Bedford
Vice Chairman:	Councillor J Hill
Councillors	Councillor Mrs D J Lay Councillor Mrs G Keaveny Councillor O W Roe Councillor K D Williams
Officers:	Tim Perkins - Clerk to the Council Caroline Byrne - Finance Officer

The meeting opened at 6:00 pm.

### 410. Apologies for Absence

There were no apologies for absence.

### 411. Declarations of Interest

Councillor Mrs Jane Lay declared an interest in agenda item 5 (minute 414) the grant application for 2013-14 from Abbots Langley Cricket Club and Abbots Langley Gardening Society.

Councillor Mrs Gloria Keaveny declared an interest in agenda item 5 (minute 414) the grant application for 2013-14 from Abbots Langley Players.

### 412. Public Participation

District Councillor Joy Mann requested to speak on agenda item 5, Grants 2013-2014, specifically the Bedmond Task Force grant application.

### 413. To confirm the Minutes of the previous meeting

It was proposed by Councillor Jeff Hill, seconded by Councillor Jane Lay and **RESOLVED** that the minutes of the meeting held on 26<sup>th</sup> November 2013, 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.

### 414. Grants 2013-2014

It was proposed by Councillor Keith Williams, seconded by Councillor Sara Bedford and **RESOLVED** that the following grants be awarded in financial year 2013-2014 under The General Power of Competence, Localism Act 2011 Sec 1 (1)

#### a. Royal British Legion

£250 to support meeting and association event costs.

#### b. Abbots Langley Gardening Society

£200 to support the cost of purchasing bee keeping equipment.

#### c. Bedmond Women's Institute

£200 to support meeting hall hire and speaker costs.

#### d. Tae Kwon Do Academy

Decision deferred. Clerk asked to obtain further information on finances and constitution of the academy.

#### e. Abbots Youth Football Club

£600.00 to support the costs of hiring external training pitches.

#### f. Abbots Langley Local History Society

£300.00 to support the cost of hiring the Manor House and speaker fees.

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- g. St. Lawrence Church**  
£1,500 to cover the cost of equipment, consumables, labour for church yard upkeep.
- h. Lions Club of Watford**  
£2,000 for support the cost of the firework display and carnival.
- i. Abbots Langley Gilbert & Sullivan Society**  
£1,000 to support production, rehearsal space hire costs and Henderson Hall costs.
- j. Abbots Langley Women's Institute**  
£200.00 to support meeting, speaker and other costs.
- k. Abbots Langley Players**  
£350.00 to support hall hire, license, production and other costs.
- l. St. Pauls Church Langleybury**  
£1,500 to support churchyard maintenance costs.
- m. Langleybury CC**  
£500 to support the cost of purchasing loam, seed and fertilizer for two cricket tables.
- n. Abbots Langley Cricket Club**  
£500 to support the cost of purchasing loam, seed and fertilizer for two cricket tables.
- o. Abbots Improvement Group**  
Members were minded to award this group a grant and reserved £350 to be awarded pending further discussions with officers on the arrangements for health and safety, insurance the volunteer working.
- p. Citizens Advice Bureau in Three Rivers**  
£2,000 to support the costs of engaging a home visiting and case worker at the Abbots Langley branch.
- q. Bedmond Village Task Force**  
£250.00 to support the cost of staging the Bedmond Village Fun Day.

### **415. Small Grants Scheme**

It was proposed by Councillor Williams, seconded by Councillor Hill and **RESOLVED** that the Small Grants Scheme be implemented, with responsibility for awarding the small grants delegated to the Clerk, following consultation with the Chairman and Vice-Chairman of this committee. Also that £2000 should be put aside from the overall grants budget for the Small Grants Scheme and each individual grant would be for a maximum of £250 pounds.

Minor amendments were made to the scheme and delegated authority was granted to the Clerk to make minor changes and updates to the scheme documentation.

### **416. Internal Audit**

Members considered the report from the second interim Internal Audit.

The Clerk was asked to write to the Internal Auditors to confirm their review.

### **417. Budget Monitoring Report**

Members noted the budget monitoring report for Q3 2012-2013.

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**418. Insurance**

Members considered the report from the Clerk recommending a change in insurance providers from Zurich to Came & Company.

It was proposed by Councillor Sara Bedford, seconded by Councillor Hill and **RESOLVED** that the council should change insurance provider to Came & Company.

**419. Cash Loss Manor House**

Members noted the report from the Clerk on the cash loss at Manor House.

**420. Clerk's Report**

Members noted the details on the two replacement vehicles which had been purchased.

The meeting closed at 8.05 pm.

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

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