

Abbots Langley Parish Council

Minutes of the Finance & Administration Committee Meeting held on Monday 25th January 2016 at 6:00 pm in the Council Offices Langley Road, Abbots Langley.

Those Present:

Chairman: Councillor Brenda Kersey
Vice Chairman: Councillor Lyn Ferguson
Councillors: Councillor Jane Lay
Councillor Hitesh Tailor
Councillor Alex Michaels
Officers: Gail Kiely - Finance Officer

The meeting opened at 6:04 pm.

323. Apologies for Absence

Apologies were received, accepted and recorded from Councillor Sara Bedford (other meeting) who notified the meeting Clerk in accordance with Standing Order 30 that Councillor Alex Michaels would be her substitute.

The Clerk to the Council was on annual leave.

324. Declarations of Interest

Councillor Jane Lay declared an interest in agenda item 6 Grants 2016-2017 in relation to Abbots Langley Cricket Club and the Royal Air Force Association and abstained from voting on agenda item 6x & 6xi.

Councillor Jane Lay was asked by members to answer questions on the activities of the Royal Air Force Association but left the room during discussions and on the awarding and level of grant to Abbots Langley Cricket Club and Langleybury Cricket Club.

325. Public Participation

Mr Bill Sanderson, The Jays, Bell Lane, Bedmond, attended the meeting and signed in to speak on Item 6, Grants 2016-2017 representing St Lawrence Church.

326. To confirm the Minutes of the previous meeting

It was proposed by Councillor Jane Lay, seconded by Councillor Lyn Ferguson and **RESOLVED** that the minutes of the meeting held on 23rd November & 21st December 2015, 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.

327. Internal Audit - Interim Update 2015-2016

Members considered the Interim Update Internal Audit Report for 2015-2016 and noted the comments following the audit.

The Clerk was asked to write to Auditing Solutions confirming the review, and bring this committee's review to the attention of the Parish Council

328. Financial Grants 2016-2017

It was proposed by Councillor Hitesh Tailor, seconded by Councillor Lyn Ferguson and **RESOLVED** that the following grants be awarded in financial year 2016-2017 under The General Power of Competence, Localism Act 2011 Sec 1 (1).

- i. **St Lawrence Church**
£2,000 to support the cost of churchyard maintenance and maintaining the environment.
- ii. **CAB in Three Rivers**
£2,000 to support home visiting & Case Worker at Abbots Langley CAB.
- iii. **Abbots Langley Flower Arranging Society**
£300 to support the cost of staging demonstrations and flowers.

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- iv. **St. Paul's Church Langleybury**
£1,500 to support the cost of churchyard maintenance and maintaining the environment.
- v. **Bedmond WI**
£200 to support the cost of meeting and hall hire costs.
- vi. **Lions Club of Watford**
£2,000 to support the cost of staging Abbots Langley Carnival & Fireworks.

Members would like the Lions Club of Watford to include in any future grant application an outline of how funds raised at both events are used to the benefit of the local community.
- vii. **Abbots Langley Festival of the Arts**
£250 to support the cost of staging the festival.
- viii. **Abbots Langley Women's Institute**
£200 to support the cost of supporting meeting and hall hire costs
- ix. **Langleybury Cricket Club**
£1,200 to support the cost of maintaining the grounds.
- x. **Royal Air Force Association**
£250 to support the cost of supporting meeting, outing and hall hire costs.
- xi. **Abbots Langley Cricket Club**
£600 to support the cost of soil, seed and fertilizer to maintain the cricket table.

Members noted that the Grant of £38,000 for Henderson Memorial Hall was previously approved PC min 306/2015-2016.

Members thanked Mr Bill Sanderson representing St Lawrence Church for attending the meeting and answering their questions.

It was proposed by Councillor Alex Michaels, seconded by Councillor Hitesh Tailor and **RESOLVED** that the following small grant be awarded in financial year 2015-2016 under The General Power of Competence, Localism Act 2011 Sec 1 (1).

Langleybury Cricket Club

£250 to support the cost repairing the sight screens.

329. Budget Monitoring Report

Members considered the Q3 2015-2016 Budget Monitoring Report and the Budget Tracking Report for the same period.

330. Parish Council Insurance

It was proposed by Councillor Jane Lay, seconded by Councillor Hitesh Tailor and **RESOLVED** that members agree to renew with Came & Co as outlined in the Clerks report.

Councillor Jane Lay and Mr Bill Sanderson left the meeting at 7:40pm

331. Council Office Refurbishment

It was proposed by Councillor Hitesh Tailor, seconded by Councillor Lyn Ferguson and **RESOLVED** that a figure of £25,000 is approved for the Council Office Refurbishment, that any change to the budget be put through the earmarked reserve and that members have sight of the detailed specification and contract value for comment prior to award of the contract by April 2016.

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332. Clerk's Report

Members noted the items on the Clerk's report not covered elsewhere on the agenda.

- Works Manager's Vehicle.
- IT Support Specification. Members requested sight of the detailed specification which will be sent to prospective tenderers in February 2016.

The meeting closed at 7.55 pm.

Signed: _____

Dated: _____