

Abbots Langley Parish Council

Minutes of the Finance & Administration Committee Meeting held on Monday 23rd October 2017 at 6:40 pm in the Council Offices Langley Road, Abbots Langley.

Those Present:

Chairman:	Councillor Brenda Kersey
Councillors	Councillor Liz Burns Councillor Jane Lay Councillor Alex Michaels Councillor Owen Roe Councillor Hitesh Tailor
Officers:	Tim Perkins - Clerk to the Council Gail Kiely - Finance Officer

The meeting opened at 6:40 pm.

216. Apologies for Absence

Apologies were received, accepted and recorded from Councillor Sara Bedford and Councillor Lynn Ferguson.

217. Declarations of Interest

None.

218. Public Participation

No members of the public had expressed an interest in addressing the Parish Council.

219. To confirm the Minutes of the previous meeting

It was proposed by Councillor Jane Lay, seconded by Councillor Liz Burns and **RESOLVED** that the minutes of the meeting held on 7th August 2017, 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.

220. External Audit 2016-2017

Members noted the External Audit report for 2016-2017.

The Clerk was asked to bring the audit closure to the attention of members at the next Parish Council meeting.

221. Budget Monitoring

Members noted that the draft budget for 2018-2019 includes a column for spend to 30th September 2017, so a separate Quarterly Budget Report was not issued.

Members noted the Budget Tracking Report for Q2 and that there were no significant variances.

222. Budget 2018-2019

Members discussed draft budget for 2018-2019, the use of reserves, capital reserve and CIL reserve for funding future key projects as requested by the Leisure Committee. It was noted this was an early draft and work in progress.

A draft Band D base number is awaited from Three Rivers District Council. Precept options will be considered when this is available.

Members noted the Clerks report on the Budget 2018-2019.

223. Financial Grants 2018-2019 - Service Level Agreement

Members discussed the Service Level Agreement document.

It was proposed by Councillor Brenda Kersey, seconded by Councillor Owen Roe and **RESOLVED** that the Service Level Agreement is used for grant applications in 2018-2019.

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224. Financial Grants 2017-2018

Members discussed the Abbots Langley Carers Network grant application.

It was proposed by Councillor Jane Lay, seconded by Councillor Liz Burns and **RESOLVED** that Abbots Langley Carers Network be awarded £300 in financial year 2017-2018 under The General Power of Competence, Localism Act 2011 Sec 1 (1).

225. Community Infrastructure Levy - Monitoring Report

Members noted the Community Infrastructure Levy Report, the statutory requirement to notify residents and publish the report on the Parish Councils website.

It was proposed by Councillor Liz Burns, seconded by Councillor Jane Lay and **RESOLVED** that the report be approved and that in future years this will be delegated to the Clerk who will report to Finance & Administration Committee that the report has been published.

226. War Memorial - St Paul's Langleybury

Members discussed the three quotations for cleaning the War Memorial and selected Contractor 2.

The cost of £3,335 + 10% contingency will be budgeted for 2018-2019.

227. Website

The Clerk to the Council showed members the new website design and development progress to date.

The meeting closed at 7.50 pm.

Signed: _____

Dated: _____