

## Abbots Langley Parish Council

Minutes of the Finance & Administration Committee Meeting held on Monday 22nd January 2018 at 6:00 pm in the Council Offices Langley Road, Abbots Langley.

Those Present:

Chairman: Councillor Brenda Kersey  
Councillors: Councillor Sara Bedford  
Councillor Liz Burns  
Councillor Jane Lay  
Councillor Owen Roe  
Officers: Gail Kiely - Finance Officer

The meeting opened at 6:00 pm.

### 343. Apologies for Absence

Apologies were received, accepted and recorded from Councillors Alex Michaels and Hitesh Tailor (both unavailable) and Councillor Lyn Ferguson (work commitment).

The Clerk was unable to attend the meeting as he was on annual leave.

### 344. Declarations of Interest

Councillor Liz Burns declared an interest in agenda item 6 Financial Grants 2018-2019 in relation to Back to the Front.

Councillor Jane Lay declared an interest in agenda item 6 Financial Grants 2018-2019 in relation to Back to the Front and Abbots Langley Cricket Club.

### 345. Public Participation

Mr Bill Sanderson, The Jays, Bell Lane, Bedmond, attended the meeting and signed in to speak on agenda item 6 Financial Grants 2018-2019 representing St Lawrence Church.

Mr Roger Yapp, 4 Mainspring, Langley Lane, Abbots Langley, attended the meeting and signed in to speak on agenda item 6 Financial Grants 2018-2019 representing Back to the Front Project.

### 346. 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 27<sup>th</sup> November & 18<sup>th</sup> December 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.

### 347. Internal Audit 2017-2018

Members considered the interim update Internal Audit Report for 2017-2018 and noted the comments following the audit.

The Clerk was asked to advise Auditing Solutions of this committee's review and bring the review to the attention of the Parish Council.

### 348. Financial Grants 2018-2019

The Chairman proposed and all members agreed that the order of the grant applications be changed so that consideration and voting on the grant applications with a declared interest be at the start of this agenda item. Councillors Liz Burns and Jane Lay withdrew from the meeting and left the room.

It was proposed by Councillor Sara Bedford, seconded by Councillor Owen Roe and **RESOLVED** that the following financial grant be awarded in financial year 2018-2019 under The General Power of Competence, Localism Act 2011 Sec 1 (1).

- i. **Back to the Front**  
£3,000 to support Back to the Front 2018 Project - Book Production.

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Councillor Liz Burns returned to the meeting.

It was proposed by Councillor Liz Burns, seconded by Councillor Owen Roe and **RESOLVED** that the following financial grant be awarded in financial year 2018-2019 under The General Power of Competence, Localism Act 2011 Sec 1 (1).

- ii. **Abbots Langley Cricket Club**  
£650 to support the cost of soil, seed and fertilizer to maintain the cricket table.

Councillor Jane Lay returned to the meeting.

It was proposed by Councillor Brenda Kersey, seconded by Councillor Sara Bedford and **RESOLVED** that the following financial grants be awarded in financial year 2018-2019 under The General Power of Competence, Localism Act 2011 Sec 1 (1).

- iii. **CAB in Three Rivers**  
£2,000 to support home visiting & Case Worker at Abbots Langley CAB.
- iv. **St Lawrence Church**  
£2,500 to support the cost of churchyard maintenance and maintaining the environment.  
  
Councillors Sara Bedford and Liz Burns are on the electoral roll of St Lawrence Church but not members of any committee which is not declaration advisory.
- v. **Keech Hospice Care**  
No financial grant awarded as this organisation does not meet the criteria of a local organisation to support local people.
- vi. **St. Paul's Church Langleybury**  
£1,500 to support the cost of maintenance and improvement of church grounds.
- vii. **Lions Club of Watford**  
£2,000 to support the cost of staging Abbots Langley Carnival & Fireworks.  
  
The Clerk was asked to formally request a report on where the collection money goes from the staging of the Fireworks.  
  
Members asked that the publicity for the Carnival be agree with the Clerk.
- viii. **Herts & Middx Wildlife Trust**  
£750 to support the cost of Working Parties @ Longspring Wood (x3).

It was proposed by Councillor Brenda Kersey, seconded by Councillor Sara Bedford and **RESOLVED** that the following small grants be awarded in financial year 2018-2019 under The General Power of Competence, Localism Act 2011 Sec 1 (1).

- ix. **Royal Air Force Association**  
£250 to support the cost of supporting meeting hall hire costs.  
  
The Clerk was asked that when he writes to notify the organisation of the grant award he requests that future applications inform the committee how their reserves are used.
- x. **Abbots Langley Flower Arranging Society**  
£250 to support the cost of staging demonstrations and flowers.

Members noted that £12,400 of financial grants have been awarded and comment that in view of the one off application for a financial grant of £3,000 this committee decided to vary the percentage allocation between financial and small grants having reviewed small grants awarded between 2013-2014 and 2017-2018. Members noted that the financial and small grants come under the same budgeted nominal ledger code.

Members noted the grant award of £32,000 to the Henderson Hub which was approved by the Parish Council (PC min 325/2017-2018).

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Bill Sanderson left the meeting at 7:30pm

**349. Budget Monitoring Report**

Members noted the Budget Tracking Report for Q3 and that there were no significant variances other than website development and the replacement of the Works Team Transit reported to F&A in November and December 2017.

**350. Clerks Report**

General Data Protection Regulations

- i. Members considered the options in the Clerks report and the need for a meeting late February or early March.
- ii. Members noted the NALC update.

The meeting closed at 7.48 pm.

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

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