



ALDENHAM PARISH COUNCIL

Minutes of the meeting of the **FINANCE & GENERAL PURPOSES** using video conferencing at 2.30pm on Monday 12th October 2020.

Present: Cllrs M Cherry (Chairman), E Samuelson, J Lefton, D Wickham & C Kilhams.

Officers: P Evans (PCM), M Duong (Assistant Manager)

Also present were two members of the public.

65. Apologies for absence.

Apologies were received from Cllrs S Khawaja & D Lambert.

66. Declarations of interest on any item on the Agenda – None

67. To adjourn the meeting for members of the public to address the Council (in accordance with Standing Order 3e)

Cllr M Cherry suspended standing orders so the members of the public could address the committee.

The members of the public present spoke in regards to agenda item 7c. They asked some questions for clarification before they were thanked for their input and standing orders were then resumed.

Cllr M Cherry suggested that item 7c was brought forward on the agenda which was agreed.

68. To consider a CiL grant for Aldenhams War Memorial Hall -- £8,750 towards creation of a centenary garden at the hall

This application had been circulated prior to the meeting. Members questioned as to what the group would do if the funding was reduced from the council. It was intimated that either there will need to be some fundraising or schedule the works. After further discussion it was

Resolved that a CiL grant of £8,750 is paid to Aldenhams War Memorial Hall management committee on production of invoices.

69. To approve and adopt the minutes of the meeting held on 29th June 2020

These minutes were signed by the Cllr Mark Cherry as true record of that meeting and adopted by the committee.



ALDENHAM PARISH COUNCIL

70. Managers' Report.

This report had been previously circulated and was noted.

71. Chairman's Announcements.

Cllr M Cherry announced that he and Cllr D Wickham had attended the recent RCT Board meeting.

72. To consider the following CiL Grant applications;

a) Radlett Bowls Club -- £1,562.85 towards repairs to the surrounds at the ground.

This application had been circulated prior to the meeting. Members agreed that as the club was based upon APC land. Although membership of the club by local residents was low, it was noted some of the initiatives that they had tried to increase membership. After further discussion it was

Resolved that a CiL grant of £1,562.85 is paid to Radlett Bowls Club.

b) 1st Radlett Scouts -- £12,000 for new front entrance to Scout Hut.

This application had been circulated prior to the meeting. Members agreed that the entrance to the scout hut was poor. Concerns were also raised that the application commented that the reason that the Scout Hut funds were low was because APC had forced Rexton Nursery to close, which was not the case, the Scouts had allowed the nursery to operate beyond the hours that HertsmereBC planning department had legislated.

Members questioned whether the amount requested matched the estimates and funds available from the Scouts finances. After further discussion it was;

Resolved that a CiL grant of £10,000 is paid to 1st Radlett Scouts subject to production of satisfactory invoices.

73. To review the effectiveness of the internal auditor.

A report on this matter had been circulated prior to the meeting. There was some discussion regarding spot checks by councillors every quarter. It was then;

Resolved that Cllr M Cherry will carry out quarterly random checks on financial procedures and report his findings to this committee.



ALDENHAM PARISH COUNCIL

74. To review the NALC/SLCC recommendations for staff remuneration 2020/21.

The PCM had stated circulated the recommendations from NALC and explained how this had been arrived at. It was noted that the budget had only allowed for a 2% general increase. After a short discussion it was

Resolved that all staff receive the 2.75% increase, including London Weighting where applicable, backdated to 1st April 2020.

75. To review the following policies:

a) Capability

b) Data Protection/GDPR

Both policies had been circulated prior to the meeting.

Resolved to adopt both policies.

76. To receive the risk report.

This had been circulated prior to the meeting. Members noted the recent H&S audit carried out by HertsCC on the depot and asked that an update on the action plan was reported at the next meeting.

77. Finance

a) To review the latest financial statements.

This report had been circulated prior to the meeting. Members questioned the amounts paid to RCT for cleaning when the building has been closed. It was then;

Resolved to adopt the report but to ask the PCM to bring any further quarterly cleaning maintenance invoice to this committee before authorisation.

b) To consider the budgets for the F&GP Committee for 2021/22 including fee charges.

An initial budget had been circulated prior to the meeting. Members noted the points and then indicated to the PCM that there should be no increases in payments to RCT and overall the precept should not increase.

The Chairman then moved the following resolution;

That under the Public Bodies (Admission to Meetings) Act 1960 s 1(2), the press and public is excluded from the meeting whilst matters pertaining to employees of the council or tenders are discussed.



ALDENHAM PARISH COUNCIL

78. To receive the Parish Council Manager report.

This report had been circulated prior to the meeting. There was some discussion before it was;

Resolved

- a) That APC adopt items (a,i) to (a,ii) in the report, which, as they affect specific staff members will not be recorded.***
- b) That holidays accrued but not taken in 2020 due to lockdown etc can be carried forward to be used in 2021, although staff are to be encouraged to take holiday in 2020 for their own welfare.***
- c) That the committee will not, for 2020 be awarding the discretionary day during the Christmas/New Year period, and that as the office is closed this will be taken from the staff holiday allocation.***

Next meeting 11th January 2021 – 2.30pm

There being no further business the meeting closed at 4.48pm.

Chairman Date