



## COLNEY HEATH PARISH COUNCIL

Highfield Park Office  
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### MINUTES OF THE COLNEY HEATH PARISH COUNCIL FINANCE & GOVERNANCE COMMITTEE MEETING HELD THURSDAY 7 OCTOBER 2021, 7.30pm AT COLNEY HEATH SCHOOL

<b>Members in attendance</b>	
Cllr K Barnes Cllr H Brazier Cllr T Burns (non-voting) Cllr P Cook (ex-officio) Cllr J Mulroney (non-voting)	Cllr G Shaw Cllr K Slaughter Cllr R Solts (Chairman) Clerk of the Council, Ms. L. Chaplin
<b>Other attendees</b>	
1 member of the public.	

<b>FG-11</b>	<b>APOLOGIES &amp; ANNOUNCEMENTS</b> Cllr Llewelin sent her apologies. Chairman Cllr Solts confirmed that members in attendance were non-voting and welcomed Cllr Burns to his first meeting as a councillor.
<b>FG-12</b>	<b>DECLARATIONS OF INTEREST</b> a) Cllr Cook noted his update sent to the Clerk b) None received or noted - should these become apparent that they would be raised at the appropriate time in the agenda
<b>FG-13</b>	<b>QUESTIONS FROM THE PUBLIC</b> An opportunity to ask questions was offered to the member of the public but there were no questions.
<b>FG-14</b>	<b>MINUTES OF THE PREVIOUS FINANCE COMMITTEE</b> The minutes of the meeting held 8 July 2021 were noted as being presented to Full Council and recommendations were accepted. The minutes were accepted by the Committee as a true and accurate record this was <b>RESOLVED</b> by a majority show of hands.
<b>FG-15</b>	<b>GOVERNANCE</b> a) <b>Insurance Policy 2021/22</b> The policy schedule was noted as circulated. It was noted that the Council continued to be in a long-term contract with the current provider Zurich. There were questions on the IT equipment used. The limit on items to be added to the policy was confirmed as £500, there was a question on contents insurance and clarification was given. It was noted that the Public Liability had increased to 12 million from 10 million. It was duly proposed, seconded, and unanimously <b>RESOLVED</b> by a show of hands that the Clerk be delegated to amend the policy schedule in line with the asset register changes and the policy be renewed. <b>Motion carried.</b> b) <b>Asset Register 2021/22</b> The asset register was noted as circulated. There were questions on the interactive whiteboard held and the future for this item. It was noted as having value only to the Parish Council so would continue to be stored. There were no further comments. c) <b>Business Continuity Plan 2021/22</b> The plan was noted as circulated. There was a question regarding the resignation of councillors. The document was reviewed in detail and approved with an agreed review in one years' time. d) <b>Internal Audit 2021/22</b> The document was reviewed as circulated and noted by the Committee.



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<p><b>FG-15</b></p>	<p><b>Q2 FINANCIAL REPORT AND POSITION</b></p> <p>The financial reports circulated were noted, Committee noted that the due to the timing of the meeting the reports were up to and included month 5 only. The document was reviewed line by line with comments and questions regarding clarification on closed graveyard grant, bus shelter repair, public works loan board, costs of Roestock Hut and mapping.</p> <p>When reviewing the circulated document on ear marked reserves there were questions regarding the Warren security and the fidelity claim funds.</p> <p><i>8.15pm Cllr Burns left the meeting</i></p>
<p><b>FG-16</b></p>	<p><b>BUDGET 2021/22</b></p> <p>a) The draft budget was noted as circulated and members went through this line by line. The following were noted and/or changed:</p> <ul style="list-style-type: none"> <li>• Note a possible accrual required for 2022/23 under CH Pavilion income</li> <li>• Change name of Local Plan to Local Plans Consultation and Representation</li> <li>• The public works loan board payment would be added to legal in its own cost code</li> <li>• As all members of the Environment Committee were in attendance, they confirmed their agreement to the draft budget of £50,360 for 2022/23</li> </ul> <p>Subject to these changes the budget for 2022/23 was approved.</p> <p>b) <b>Precept 2022/23</b></p> <p>After debate and references to the budget previously agreed it was duly proposed, seconded, and unanimously <b>RESOLVED</b> to recommend a 2.5% increase in the Precept demand for 2022/23 which confirmed an income of Precept for 2022/23 of £199,892.55. <b>Motion carried</b></p>
<p><b>FG-17</b></p>	<p><b>QUESTIONS FROM THE PUBLIC</b></p> <p>A further opportunity to ask questions was offered to the member of the public but there were no questions.</p> <p>The Chairman thanked all for their attendance and closed the meeting at 9.37pm</p>

**Meeting closed at 9.37pm**

L Chaplin LCGI PSLCC CPFA CiLCA

Clerk to the Council

Drafted 14/10/2021

Approved and accepted by Full Council 21/10/2021

*To be resolved by Committee 27/01/2022*