

Bricket Wood, Chiswell Green and Park Street

held on Wednesday held on 12 March 2025 at 5.30pm
at St Stephen Suite, Parish Centre, Station Rd, Bricket Wood

2425/FC/080 Recommendation to confirm the Financial regulations section 6.3 states the process of the authorisation of invoice payments and recommend the Financial regulations are re-adopted at Full Council

A statement will be sent with the invoice payment approval requests signed by the RFO and process updated in the policy

Resolved: To Confirm Financial Regulations 2025 and take recommendation to Full Council to adopt the updated version

- 2425/FC/081** Recommendation to review & agree the Business Risk Assessment 2024-25 to be taken to Full Council
Minor amendments were completed to the document
Resolved: To agree the updated Business Risk Assessment 2024-25 and take recommendation to Full Council to agree
- 2425/FC/082** Recommendation to review the bad debts update report
Resolved: To agree to write off the outstanding debt of £675 for invoice no 4031
- 2425/FC/083** Recommendation to receive the Internal audit report and recommendations
Salary payment process agreed to be amended to send notification of payments to Chair of HR and Chair of the Parish Council each month and confirm approval by email.
Received observations, actions and all comments agreed
- 2425/FC/084** Recommendation to review and agree bank accounts to be retained for use by the Council
Resolved: To look at reducing the number of bank accounts to transfer funds to Natwest from the Co-op accounts and HSBC in preparation to close accounts and set up signatories for Natwest to be used for payroll at a future point
- 2425/FC/085** Recommendation to consider the request from Lazy Llama café to extend the license for a further 3 years from August 2025
Agree in principle to extend the license for three year but to discuss and agree the Terms and conditions in greater detail to be brought back to the next meeting
- 2425/FC/086** Clerks Report
Cllr Yates confirmed the Parish Conference will include discussions of devolution of assets are being looked into and possible sites in the area, including the management of the Burydell allotments

Meeting closed at 7.30pm