

These are the Crookham Village Parish Council unadopted Minutes of the meeting of the Finance Committee held on 29th November 2011 in the Zebon Copse Centre, Danvers Drive, Zebon Copse. Please refer to the minutes of the January meeting for any amendments.

Present

Cllr Julia Ambler (Chairperson) (JA)
 Cllr Simon Ambler (SA)
 Cllr David Jackson (DJ)
 Cllr Philip Ashton (PA)
 Mrs Angela Sayers (RFO) (AS)
 Mrs Sarah Sherman (ZCC Admin) (SS)

86/11 APOLOGIES FOR ABSENCE

None

87/11 CHAIRPERSON'S ANNOUNCEMENTS

The FC discussed the forthcoming budget meeting and agreed to move the date to Thursday 15th December 2011.

88/11 MINUTES OF PREVIOUS MEETING

Minutes from the meeting of 1st November 2011 (76/11 – 85/11)

RESOLVED

Minutes 76/11 to 85/11 were agreed as a true record and signed by the chairperson.

89/11 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None.

90/11 CONSIDER CRIME AND DISORDER IMPLICATIONS

The Chairperson reminded members of their duty to consider any crime and disorder implications that might arise from any decision that they might make at this meeting.

91/11 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

No public were present at the meeting.

92/11 Zebon Copse Centre (ZCC)

1. Building Repairs

The FC discussed the two quotes received for the pointing work required. After discussion one of the quotes was provisionally agreed with the agreement that no work would be carried out till February / March 2012 and that in the meantime a third quote would be obtained for comparison.

ACTION

PA to provide contact details to the administrators.

CR/SS to obtain a quote and circulate to the FC.

2. Hire Rates

The FC discussed at length the Hire Rates document provided by the administrators and RFO. The FC agreed to the following:-

- a) Casual hourly rates would increase as per the table below from 1st January 2012
- b) Regular Hirers – no increase at present but a full review to take place in July with a possible implementation in September 2012.
- c) The casual rates would be issued on the website.
- d) Deposits should be increased to £150 at the discretion of the administrators

Zebon Copse Centre

Revised Hire Rates

Casual Hire Rates

To be applied to all bookings taken from 1 January 2012

Day	Single Hall Hire		Whole Centre Hire	
	Net Hourly Rate	Gross Hourly Rate	Net Hourly Rate	Gross Hourly Rate
Monday to Friday Saturday & Sunday (before 7pm)	£12.50	£15.00	£21.00	£25.20
Saturday & Sunday (after 7pm)	£16.00	£19.20	£28.00	£33.60
Commercial Rate (all times)	£20.00	£24.00	£40.00	£48.00

Day	Meeting Room	
	Net Hourly Rate	Gross Hourly Rate
Monday to Friday Saturday & Sunday (before 7pm)	£8.00	£9.60
Saturday & Sunday (after 7pm)	£8.00	£9.60

RESOLVED

The FC resolved to change the Hire Rates and conditions as stated above.

3. **Centre Fixtures and fittings**

The FC discussed the request from the administrators for some more tables and a Hoover

RESOLVED

The FC agreed to the purchase of a Hoover and 4 tables.

ACTION

CR/SS to organise.

4. **ZCC Matters**

The FC discussed the purchase of a storage container for salt at the centre in anticipation of bad weather. After discussion it was agreed that a lockable grit bin was the most sensible option for storage. In addition the FC agreed that the salt should be purchased from Hampshire County Council, if possible, with the salt mix being a combination of salt, grit and sugar. As regards the position for the grit bin the FC felt that the current bin store area would be most appropriate and agreed that the spare bins in that area would have to be removed.

RESOLVED

The FC approved a budget for the purchase/installation of the grit bin and salt.

ACTION

AS to e-mail a Grit Bin brochure to the FC.

SS/CR to contact HCC regarding salt supplies.

93/11 **FINANCE**

(i) **Cheques for signature**

The cheques were signed

(ii) **Finance Report October 2011**

RESOLVED

The October report of the RFO was accepted by the FC

(iii) **Leaf Blowing**

The FC discussed the quote for the annual leaf blowing along the canal.

RESOLVED

The FC accepted the quote.

ACTION

DJ to instruct the contractor regarding start date.

(iv) **Bench Painting**

The FC discussed the quote received.

RESOLVED

The FC accepted the quote.

94/11 **INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING**

(i) Next finance meeting – AS to send meeting dates to the FC for the next year.

The meeting closed at 9.35pm