

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee held on 26th March 2013 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the April 2013 meeting for any amendments.

Present

Cllr Julia Ambler (Chairman)	(JA)
Cllr Simon Ambler	(SA)
Cllr Peter Crawley	(PC)
Mrs Angela Sayers (RFO)	(AS)
Mrs Sarah Sherman	(SS)

21/13 APOLOGIES FOR ABSENCE

Philip Ashton, Colin Lethbridge

22/13 CHAIRMAN'S ANNOUNCEMENTS

SA requested that the public minutes are put on the website in draft form rather than wait for them to be officially approved at the next FC meeting. This was agreed.

23/13 MINUTES OF PREVIOUS MEETING

Minutes from the meeting of 26th February 2013 (11/13 – 20/13).

RESOLVED

Minutes 11/13 to 20/13 were agreed as a true record and signed by the chairman.

24/13 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None.

25/13 CONSIDER CRIME AND DISORDER IMPLICATIONS

The Chairman 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.

26/13 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

No public were present at the meeting.

27/13 CHEQUES FOR SIGNATURE

The cheques were signed

28/13 Zebon Copse Centre (ZCC)

1. Fire Warden Training

The Administrator informed the FC that she had received a quote which covered both the training and risk assessment (agenda item 2). This was agreed as it was considerably cheaper than paying for the items individually.

RESOLVED

The FC agreed the quote for the fire warden training and risk assessment.

2. Fire Risk Assessment

This item was covered in agenda item 28/13.1

3. Bin Lid

The administrator advised the FC that she had received a quote to build a new cover for the bin compound. The FC discussed the advantages and disadvantages and decided not to proceed with the cover. The FC felt that given the small amount of additional litter placed in the compound the best course of action would be to ask the litter pickers to include that area as part of the contract.

ACTION

The Administrator to ask the contractors to clear the compound area when required.

4. Pitch Hire fees

The FC discussed the pitch fee rates.

5. Centre Issues

The Administrator advised the FC that she had been approached by two users with regard to having a fenced off area outside the hall. The FC agreed to re-address this request, which was discussed in detail last year, especially if it would increase the potential revenue of hiring the centre for children's parties. The FC requested the administrator to compile a business plan for the next FC meeting.

ACTION

The administrator to compile a business plan including a proposed plan of the area to be fenced off and potential costs.

29/13 FINANCE

(i) **February Accounts**

The February report of the RFO was accepted by the FC

(ii) **Quickbooks Support**

The RFO advised the FC of the recent issues with the accounts package and windows 8. As a result she had to take out a software support package. The FC agreed that a support package was required and gave retrospective approval for this additional expense.

RESOLVED

The FC agreed to the support package.

30/13 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Future Meetings

FC meeting dates for the next year.

30/4

28/5

25/6

30/7

24/9

29/10

26/11

The Meeting closed at 9.00pm