

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Tuesday 27<sup>th</sup> May 2014 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the July 2014 meeting for any amendments

Present

Cllr Julia Ambler (Chairman)	(JA)
Cllr Simon Ambler	(SA)
Cllr Wendy Makepeace – Browne	(WMP)
Mrs Angela Sayers (RFO)	(AS)
Mrs Tabby Powell	(TP)

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#### **41/14 APOLOGIES FOR ABSENCE**

Cllr Peter Crawley

#### **42/14 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman informed the FC that when new contracts were approved or quotes agreed the Public Minutes should state the name and amount of the successful contractor to comply with the latest transparency requirements for local government. This was agreed. The chairman approved the minutes subject to the RFO making the necessary amendments.

#### **43/14 MINUTES OF PREVIOUS MEETING**

Minutes from the meeting of 6<sup>th</sup> May 2014 (31/14 – 40/14).

##### **RESOLVED**

Minutes 31/14 to 40/14 were agreed as a true record and signed by the Chairman.

##### **ACTION**

RFO to amend the Public Minutes and e-mail to the Chairman.

#### **44/14 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA**

None.

#### **45/14 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.

#### **46/14 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)**

None.

#### **47/14 CHEQUES FOR SIGNATURE**

The cheques were signed.

#### **48/14 Zebon Copse Centre (ZCC)**

##### **1. Centre Maintenance**

##### **A) Decoration to interior, Main Halls**

The Centre Manager (CM) advised the FC that she had obtained a quote for both halls, ceilings and woodwork in two coats of the existing colour. The FC agreed the quote but asked the CM to get colour samples so a new colour could be chosen.

##### **RESOLVED**

The FC approved the quote from DSD Painter and Decorators for £1790 for the interior painting.

##### **ACTION**

CM to obtain colour samples for the next FC meeting.

##### **B) Tables**

The CM advised the FC that a replacement table was required due to general wear and tear. The CM had obtained a quote. SA suggested ordering 2 tables in view of the delivery charges. This was agreed.

**RESOLVED**

The FC approved the purchase of 2 tables from Morleys at £43.95 each plus £19.95 for delivery

**ACTION**

CM to organise.

**2. External Centre Maintenance**

**A) Pavilion door lock**

The CM provided the FC with a list of users that required new keys once the locks had been changed.

The CM informed the FC that they had already approved 20 new keys but as the user list totalled 21 she suggested ordering another 5 keys .The CM advised the FC that once the new keys were issued each user would have a unique log number for their key so the system could track usage. In addition new keys could only be cut by the CM's and alarm maintenance contractor. As previously agreed a charge would be levied to each user for their key at the time of issue.

**RESOLVED**

The FC approved the purchase of 5 keys at a cost of £50 from Alastair Clark

**ACTION**

CM to organise

RFO to implement new deposit procedure for keys.

**B) Replacement swing in junior playground**

The CM advised the FC that she was chasing the contractor regarding the specification for the new swing.

**C) Minor Repairs in Toddler Playground**

The CM asked the FC if she could defer this agenda item to the next meeting as she was still waiting to hear from the contractor. This was agreed

**ACTION**

Agenda item for June meeting

**D) Purchase of new 50m hose on reel for watering pitches**

The CM advised the FC that the grounds contractors were finding the existing hose heavy and awkward and asked if a 50m hose on a reel could be purchased for easier access and use. The CM had investigated the cost of a Hozelock 2435 50m hose on a trolley. The FC agreed to purchase a new hose .As a separate issue the FC asked the CM to investigate the saleability of the old hose.

**RESOLVED**

The FC approved the purchase of a 50m hose from Amazon at costs of £46.90

**ACTION**

CM to order the hose.

CM to investigate the saleability of the existing system.

**3. Minor Issues**

**A) Football Contracts for next Season**

The CM asked the FC about price increases for the football teams as the current price structure had been in place since 11/12 season

**RESOLVED**

The FC agreed on the new pricing structure

**ACTION**

CM to advise the football teams at the appropriate time.

In addition the CM advised the FC that she had a query from one of the football teams asking if the Council had considered verti-draining as opposed to aerating. If the council decided to do Verti-draining the grounds contractor had advised the CM that they would have to hire the necessary equipment so the pitch maintenance costs would be higher and it would take longer. After discussion the FC agreed to continue with the aerating unless the football team agreed to pay the additional costs for the verti-draining equipment hire and labour. SA also reiterated that the football teams could not expect the Council to pay for verti-draining when no increase in pitch fees had been levied since 11/12 season.

**ACTION**

CM to advise the football team

**B) Weekend Hire Rates**

The FC discussed week-end rates following a query from one of its users

**RESOLVED**

The FC agreed on a week end pricing structure for the user.

**ACTION**

CM to advise user

**C) Bedding plants**

JA asked the FC to consider re-landscaping the front of the centre as it was looking tired. All agreed this was a good idea. WMP suggested asking the local garden centre for ideas and also if they would sponsor the area. The Councils contractors could do the actual work as this formed part of their contract. The Council would pay for the plants.

**ACTION**

CM to speak to the local garden centre and report back to the FC

**D) Junior Play Area**

The CM advised the FC that a post needed replacing in the junior play area.

This was agreed

**RESOLVED**

The FC approved a new post for the junior play area at a cost of £90.

**49/14 FINANCE**

**(i) April Accounts**

The April report of the RFO was accepted by the FC.

**50/14 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING**

SA advised the FC that he had ordered the new laptop for planning

**Future Meetings – 2014**

Tuesday 1<sup>st</sup> July 2014

Tuesday 29<sup>th</sup> July 2014

August – no meeting

Tuesday 30<sup>th</sup> September 2014

Tuesday 28<sup>th</sup> October 2014

Tuesday 25<sup>th</sup> November 2014

The Meeting closed at 20.45pm