

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Tuesday 30 September 2014 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the October 2014 meeting for any amendments

Present

Cllr Julia Ambler (Chairman)	(JA)
Cllr Simon Ambler	(SA)
Cllr Peter Crawley	(PC)
Cllr Wendy Makepeace – Browne	(WMB)
Mrs Angela Sayers (RFO)	(AS)
Mrs Tabby Powell	(TP)
Mrs Lucy Norris	(LN)

71/14 APOLOGIES FOR ABSENCE

Cllr Clive Eastwood

72/14 CHAIRMAN'S ANNOUNCEMENTS

None

73/14 MINUTES OF PREVIOUS MEETING

Minutes from the meeting of 29th July 2014 (61/14 – 70/14).

RESOLVED

Minutes 61/14 to 70/14 were agreed as a true record and signed by the Chairman.

74/14 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None.

75/14 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.

76/14 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

77/14 CHEQUES FOR SIGNATURE

The cheques were signed.

78/14 Zebon Copse Centre (ZCC)

1. Centre Maintenance

A) Decoration to interior, both main halls

The FC looked at the various colour schemes for the centre. They decided on two possible colours – a neutral shade and a lemon colour. The FC asked the Centre Managers (CM) to get some test pots so a final decision could be made at the next meeting.

ACTION

CM to get test pots for the colours chosen.

B) Air Conditioning

The Centre Manager (CM) had obtained a third quote for a wall mounted air conditioning unit. The FC discussed all 3 quotes received and the specifications of each.

RESOLVED

The FC approved the quote from Air Improve - £1968 for a wall mounted Daikin unit plus a further £75 for the building certificates and submission fees.

ACTION

CM to inform the contractor and organise an installation date.

C) Repair to broken tap in Pavilion toilets

The Centre Manager (CM) had obtained a quote to replace the tap as there was no water flowing. The FC approved the replacement of the tap rather than a repair as the tap had proved problematic and costly with repairs in the past.

RESOLVED

The FC approved the quote from Neil Robinson for £150 to replace the tap in the pavilion toilets.

ACTION

CM to inform contractor and organise an installation date.

2. External Centre Maintenance

A) Replace fence posts at back of junior play area

The CM informed the FC that the back fence behind the play boulder had become very unstable as two of the posts were rotting at the bottom. A quote had been obtained to remove the old posts and replace with new ones. The FC agreed the quote

RESOLVED

The FC approved the quote from Winchfield Landscapes for £150 to replace the two posts in the junior play area.

ACTION

CM to organise

B) Annual play area inspections due November 2014

The CM asked permission to sync the play area inspections of Zebon Copse and Lea Green. Currently the Zebon Copse play areas were done in November and the Lea Green in May of each year. This was agreed.

ACTION

CM to inform The Play Inspection Company.

C) Landscaping at front of centre

The CM had obtained a quote for the landscaping. The FC looked at the type of planting recommended and asked the CM to get some alternative plant ideas. JA to approve the final plant list.

The FC also discussed the established path at the front of the centre and agreed it would be sensible to put some paving slabs down. A max budget was agreed for this work.

RESOLVED

The FC approved the quote from Creative outdoors for £240.

The FC approved £150 to put some slabs down on the established path at the front of the centre.

ACTION

JA to approve the number and type of plants before proceeding.

D) Repair to mesh fence at side of centre

The RFO had received a quote to repair the fence. This was agreed.

RESOLVED

The quote from Andy Fisk for £68 was approved.

ACTION

RFO to organise the repair.

3. Minor Issues

A) Playground enquiry

The CM informed the FC that she had received an inquiry from a lady asking about the possibility of running a playgroup at the centre for 15 hours a week. The FC

considered the request but agreed that they could not accommodate the hours at this time. The FC asked the CM to inform the lady and let her know that her details would be kept on file should anything change.

ACTION

CM to contact the lady and let her know the FC's decision.

B) Field fees for Archery & Alun Morton for 2015 contracts

The FC discussed the pitch fees for the users for the 2015 contracts. The FC also discussed the gap at the end of the field and agreed that planting would solve the problem. The FC asked the CM to obtain a quote for the planting of a prickly plant that grows quickly as this would discourage walkers from using the shortcut. This would also help the regular users of the pitch as walkers were currently crossing the field when their sessions were in progress.

RESOLVED

The FC agreed the pitch fees for 2015 contracts.

ACTION

CM to inform the users of the FC's decision

CM to speak to the contractor and obtain a quote for planting.

The CM informed the FC that she had received an enquiry from a group asking about hire rates. The FC said the current hire rates would prevail.

79/14 FINANCE

(i) July and August Accounts

The July and August reports of the RFO were accepted by the FC.

(ii) Minor Issues

A) Total Gas & Power

The RFO asked the FC to sign an updated dd form. This was agreed

B) Clerks' course

The RFO asked for approval for the clerk and herself to attend a course on the 6th October.

RESOLVED

The FC approved the course at a cost of £60

C) Footpath 5

The RFO had obtained a quote to clear the path of brambles and rubbish

RESOLVED

The FC approved the quote from Andy Fisk at a cost of £162.

D) Dog bag dispenser units

The RFO had received a quote for the installation of two dog bag dispensers units. This was agreed.

RESOLVED

The FC approved a quote from Andy Fisk for £240 for the installation of two dog bag dispenser units.

ACTION

RFO to liaise with David Jackson regarding the location.

E) FC November meeting

JA asked the FC to consider moving the date of the November meeting. A new date of Monday 24th November was agreed.

RESOLVED

The FC agreed to move the November meeting from Tuesday the 25th November to Monday the 24th November 2014

ACTION

AS to advise David Jackson so he can change the website date.

F) Web costs

SA spoke to the FC about the e-mail he had circulated prior to the meeting with his recommendation as to who to award the contract to. There was already a budget for Web costs.

The FC agreed with his recommendation

RESOLVED

The FC resolved to recommend to full council that the contract should be awarded to 'Silki Skills'.

ACTION

SA to advise the full council at the meeting on Monday 6th October 2014.

G) Bank letter re cancelled cheques

The RFO asked the FC to sign letters cancelling cheques that had been lost by the recipients. The letters and replacements cheques were signed.

80/14 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Future Meetings – 2014

Tuesday 28th October 2014

Monday 24th November 2014

The Meeting closed at 21.15pm