

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Monday 24th November 2014 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the December 2014 meeting for any amendments

Present

Cllr Julia Ambler (Chairman)	(JA)
Cllr Wendy Makepeace – Browne	(WMB)
Cllr Simon Ambler	(SA)
Mrs Angela Sayers (RFO)	(AS)
Mrs Lucy Norris	(LN)

91/14 APOLOGIES FOR ABSENCE

Cllr Clive Eastwood, Cllr Peter Crawley

92/14 CHAIRMAN'S ANNOUNCEMENTS

Agenda item for next meeting – timer for toilet lights

93/14 MINUTES OF PREVIOUS MEETING

Minutes from the meeting of 28th Oct 2014 (81/14 – 90/14).

RESOLVED

Minutes 81/14 to 90/14 were agreed as a true record and signed by the Chairman.

94/14 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None.

95/14 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.

96/14 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

97/14 CHEQUES FOR SIGNATURE

The cheques were signed.

98/14 Zebon Copse Centre (ZCC)

1. Centre Maintenance

Air Conditioning unit maintenance agreement

The Centre Manager (CM) informed the Finance Committee (FC) that she had received a quote for the general maintenance of the unit. The cost would include cleaning, checking and adjusting the units. The unit comes with a 3 year manufacturer's warranty but this is subject to regular maintenance completed by an approved company. Breakdown calls would be charged at an additional cost to include travel time and the first hour on site, any subsequent time would be charged on an hourly basis. The FC discussed the above and asked for the following to be clarified:-

- 1) Check whether the warranty is valid for commercial premises.
- 2) What parts are covered under the warranty? Are any excluded?
- 3) Clarify if call out charge applies for the warranty period if annual service is done
- 4) Obtain a second quote to maintain the unit.

ACTION

CM to clarify above and report back to the FC at the next meeting

2. External Centre Maintenance

A) Landscaping at front of Centre

The CM advised the FC that she had obtained a revised quote for all planting and to pave the short cut from the staff parking bay to the front door (using as near to

current paving as possible). The CM informed the FC that the Clerk has requested that the FC re-consider the addition of paving slabs in favour of a prickly shrub.

RESOLVED

The FC agreed not to use slabs for the path but plant the area with Berberis instead.

ACTION

CM to organise.

B) Junior Play Area Replacement Swing

The CM advised the FC that she had re-visited the quotes and specs from all the suppliers, as well as investigating further opportunities. The existing timber frame cannot be re-used as it has been condemned as unsafe by the contractor when they de-commissioned and took away the existing twin swing set.

Full specs have now been received from the supplier along with a revised quote of for the supply and installation of a 2.4m timber group swing.

valid to 28 February 2015. This was still within the original budget agreed by FC

ACTION

CM to arrange a date for the above work.

C) Gap in hedgerow/field access and archery

The FC spoke at length about the various options open to them for this area. All agreed that this should be an agenda item for the Full Council

ACTION

RFO to advise clerk

3. Minor Issues

The RFO asked the FC to agree a Christmas budget for its users and suppliers.

RESOLVED

The FC agreed a maximum budget.

99/14 FINANCE

(i) October Accounts

The October report of the RFO were accepted by the FC.

(ii) Budget Meeting

The RFO asked the FC to confirm the budget date – 12th or 14th January 2015

RESOLVED

The budget date was agreed as Wednesday 14th January 2015

ACTION

RFO to send an e-mail to members advising them of the date.

100/14 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Future Meetings – 2014

Tuesday 16th December 2014

2015	January	27th
	February	24th
	March	24th
	April	28th
	May	26th
	June	30th
	July	28th

August	no meeting
September	29th
October	27th
November	24th
December	15th

The Meeting closed at 20.55pm