

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Monday 15th December 2014 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the January 2015 meeting for any amendments

Present

Cllr Julia Ambler (Chairman)	(JA)
Cllr Peter Crawley	(PC)
Cllr Clive Eastment	(CE)
Mrs Angela Sayers (RFO)	(AS)
Mrs Tabby Powell	(TP)

101/14 APOLOGIES FOR ABSENCE

Cllr Simon Ambler, Cllr Wendy Makepeace - Browne

102/14 CHAIRMAN'S ANNOUNCEMENTS

None

103/14 MINUTES OF PREVIOUS MEETING

Minutes from the meeting of Nov 2014 (91/14 – 100/14).

RESOLVED

Minutes 91/14 to 100/14 were agreed as a true record and signed by the Chairman.

104/14 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None.

105/14 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.

106/14 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

107/14 CHEQUES FOR SIGNATURE

The cheques were signed.

108/14 Zebon Copse Centre (ZCC)

1. Centre Maintenance

Air Conditioning unit maintenance agreement

The Centre Manager (CM) advised the Finance Committee (FC) of the following (questions arising from the November FC meeting):-

- 1) Check whether the warranty is valid for commercial premises - Yes
- 2) What parts are covered under the warranty? Are any excluded?
Year 1 – all parts and labour including call out charge.
Year 2 & 3 - indoor wall mounted unit and outdoor unit parts only covered (call out charge/labour to diagnose and fit parts chargeable)
Note: the condensate pump, drainage pipework, insulated refrigerant pipework, electrical isolators and cable only have 1 year warranty. After 13 months these parts would be chargeable as well as call out/ labour charge. The contractor advised that it was very rare to see a problem with these parts in the first 3 three as few moving parts.
- 3) Clarify if call out charge applies for the warranty period if annual service is done
Yes – the call out charge applies in years 2 and 3 of the warranty period (not year 1)
- 4) Ask for a second quote to maintain the unit from our existing contractor.
The CM advised the FC our existing contractor had quoted for a single annual service, however they wouldn't cover any labour costs associated with someone's else's installation.

RESOLVED

The FC agreed to a 1 year contract with Air Improve for £131.

Service to Partition Wall

The CM advised the FC that she had obtained 2 quotes for the servicing of the partition wall. The FC discussed the quotes and approved the quote from ProServicing as they were cheaper and carried out the servicing previously in April 2013.

RESOLVED

The FC approved the quote from ProServicing for £538.

2. External Centre Maintenance

A) Moles

The CM advised the FC that there was a mole problem at Lea Green. She had received a quote for a site visit.

RESOLVED

The FC approved £180 for 2 visits if required.

3. Minor Issues

The CM asked the FC to sign the 2015 rolling contracts for CBS and United Services. This was done.

109/14 FINANCE

(i) November Accounts

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

(ii) Leaf Blowing

The RFO asked the FC to approve the quote for the annual leaf blowing. This was agreed.

RESOLVED

The FC approved the quote from Andy Fisk for £660 for leaf blowing.

110/14 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Agenda item for Budget Meeting

JA asked the CM to investigate all options with our existing contractor initially with regard to replacing the boilers at the centre so a decision could be made at the budget meeting. The RFO suggested about known government grants that may be available to us.

The FC asked the RFO to advise the clerk that a new budget meeting date needed to be discussed at the CVPC meeting on the 5th January 2015.

Future Meetings

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 20.35pm