

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Tuesday 24th March 2015 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the April 2015 meeting for any amendments

Present

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

21/15 APOLOGIES FOR ABSENCE

Cllr Wendy Makepeace- Browne

22/15 CHAIRMAN'S ANNOUNCEMENTS

None

23/15 MINUTES OF PREVIOUS MEETING

Minutes from the meeting of Feb 2015 (11/15 – 20/15).

RESOLVED

Minutes 11/15 to 20/15 were agreed as a true record and signed by the Chairman.

24/15 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None.

25/15 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.

26/15 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

27/15 CHEQUES FOR SIGNATURE

The cheques were signed.

28/15 Zebon Copse Centre (ZCC)

1. Centre Maintenance

Annual Service to Shutters

The Centre Manager (CM) advised the Finance Committee (FC) that the annual service was due in May 2015. The quotes were discussed

RESOLVED

The FC approved the quote from Armashield - £210 for one year.

ACTION

CM to organise

Replacement warn Air heating for Centre

The CM advised the FC that she had received 2 quotes.

The FC discussed the quotes in particular the Zebon Hall heating which was not working to full capacity. Complaints had already been received from users of the hall. After discussion it was agreed to ask CBS to re-quote for the Zebon Hall only - quote to include a full specification of the boiler system.

ACTION

CM to obtain a new quote from CBS for discussion at the next FC meeting.

2. External Centre Maintenance

Toddler Play Area Gate

Following on from the previous months queries the CM informed the FC that the use of self – closing mechanisms on gates was strongly recommended to maintain the

gate in a closed position. This was also one of the checks performed on the annual playground inspections. The CM had obtained revised quotes on that basis.

RESOLVED

The FC accepted the quote from Fensecure for £57 and RSS to fit it for £120.

ACTION

CM to organise

Repair to Fallen Roof tile

The CM had obtained 2 quotes as follows to fix the roof tile.

RESOLVED

The FC accepted the quote from Select Building for £60 and set a maximum budget of £100 to include checking the roof for other tile issues.

ACTION

CM to organise

Gutters

The CM advised the FC that Andy Fisk had recommended getting some balloon leaf guards for the centre to avoid getting moss and leaves in the pipes. This would also make future clearances easier and less time consuming.

The CM had investigated the cost of these and advised the FC that nine were required for the centre.

Andy Fisk had quoted to fit them

RESOLVED

The FC approved the purchase of the balloon leaf guards (£12.33) and the fitting of them by Andy Fisk (£36).

ACTION

CM to organise

3. Minor Issues

BT Contract Renewal

SA explained the various options to the FC. The following BT rates were agreed:-

£17.10 / month for calls

£22/ month for centre broadband

£9/ month for Clerks broadband

The contract period was 2 years

RESOLVED

The FC agreed to the renewal of the BT contract for a 2 year period at the above costs.

I Cloud storage

Following on from the previous FC meeting SA advised the FC that the Microsoft 'N drive' could be used subject to checking it does what we want it to do. This was agreed by the FC.

ACTION

SA to investigate and report back to the FC

Advertising

The CM asked the FC if they would consider advertising in the 'Family Hampshire Magazine' which had a good distribution.

RESOLVED

The FC approved the cost of £40 for a 75 word listing plus a photo in the magazine.

29/15 FINANCE

(i) February Accounts

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

The RFO advised the FC that she would be doing the year end accounts for the next few weeks so no accounts would be available for Year End or next year until the Annual Return was completed.

30/15 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

CE advised the FC that following a general walk a bout of the centre several issues had arisen regarding safety. It was agreed that the CM would e-mail the current checklist to the FC. In addition CE would send a detailed environmental report to the FC once completed.

Future Meetings

2015

April	28th
May	26th
June	30th
July	28th
August	no meeting
September	29th
October	27th
November	24th
December	15th

The Meeting closed at 21.00pm