

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Monday 28th September in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the October 2015 meeting for any amendments

Present

- Cllr Julia Ambler (Chairman) (JA)
- Cllr Simon Ambler (SA)
- Cllr Peter Crawley (PC)
- Cllr Clive Eastwood (CE)
- Cllr Wendy Makepeace-Browne (WMB)
- Mrs Angela Sayers (RFO) (AS)
- Mrs Lucy Norris (LN)

71/15 APOLOGIES FOR ABSENCE

None

72/15 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised the FC that she had received a very complimentary phone call from U3A praising Lucy Norris for all her assistance.

73/15 MINUTES OF PREVIOUS MEETING

Minutes from the meeting of July 2015 (61/15 – 70/15).

RESOLVED

Minutes 61/15 to 70/15 were agreed as a true record and signed by the Chairman.

74/15 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None.

75/15 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.

76/15 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

77/15 CHEQUES FOR SIGNATURE

The cheques were signed.

78/15 Zebon Copse Centre (ZCC)

1. Centre Maintenance

Internal door Finger Shields

The Centre Manager (CM) advised the FC that there were a number of finger shields on the internal doors at ZCC that required replacement due to general wear and tear and splitting. The number required was as follows:-

Area of ZCC	Number required
Toddler ladies' toilet	x 1
Meeting room	x 3
Crookham hall doors	x 2
Crookham store	x 1
Spare	x 1
Total to purchase:	x 8

The CM had obtained 2 quotes.

In addition to the above the CM had obtained a quote to fit the shields.

RESOLVED

The FC approved the quote from Cardea Solutions for £202.10 to supply 8 shields.

The FC approved the quote from Mike Clay for £40 to fit the shields.

ACTION

CM to organise.

2. External Centre Maintenance

Annual playground Inspections

The CM advised the FC that the annual playground inspections were due to take place in November. 2 Quotes had been received.

The RFO advised the FC that although they had only budgeted for 3 play area inspections the fee for the new gym equipment at Lea Green could be covered by the budget that she had allowed for maintenance issues for the new gym equipment. This was agreed.

RESOLVED

The FC approved the quote from the Play Inspection Company for £250.

ACTION

CM to organise

Main Pitch Maintenance

The CM advised the FC that she had been asked if anything could be done to improve the goal mouth on the main pitch (changing room end) from becoming water logged in periods of rain. The CM had obtained 2 quotes as follows:-

Quote 1 - £450 – to dig a trench, lay liner, stone on top and back fill with soil to seed surface, to provide all materials, machinery and labour.

Quote 2- £1970 – to dig trench and remove soil from site, supply and backfill with shingle, cover with geotextile membrane, backfill with soil and turf area.

The FC discussed the above and approved quote 1 but requested that Clive Eastwood discuss the area in question first to try and establish if the issue was due to the fact that the original pipes laid under the pitch were now not long enough due to the pitch markings been changed and extended over the years.

RESOLVED

The FC approved quote 1 from Winchfield for £450.

ACTION

Clive Eastwood to meet with Winchfield to discuss the area

External Goal Post Cupboard Doors

The CM advised the FC that following on from the last FC meeting she had now obtained a quote to replace the goal store cupboard doors which do not close properly

The FC asked the CM to check if the existing hinges were adequate for the new heavier doors and also to check the robustness of the door locks that were going to be used.

A maximum budget of £500 was approved for the doors, labour, hinges and locks.

RESOLVED

The FC approved a maximum budget of £500 for the goal post doors, labour, hinges and locks.

ACTION

CM to enquire about the hinges and locks before proceeding.

3. Minor Issues

9v9 Pitches

The CM advised the FC that they had found the following possible 9v9 goal options from www.scoccertackle.com. Both the options given below were able to be stored in a 2.8m storage bag which should make them suitable for storage in either the lockable external goal store (which had sufficient space) or possibly even in the store room in the sports pavilion. (Goal store perhaps preferable if these are to be owned by CVPC.)

Option 1 (product code 2220)

9v9 goalpost 16' x 7' flat pack in aluminium (supplied as a pair)

Two section cross bar. White powder coated.

£919.98 inc VAT + delivery @ £26.99. Lead time to supply 2-3 weeks.

Option 2 (product code 672)

9v9 goalpost 16' x 7' multi surface in UPVC with two section alloy cross bar (supplied individually)

£285 inc VAT each - **£570.00 inc VAT** for pair + delivery @ £26.99. Lead time to supply 2-5 days.

Storage Bags

Option 1

2.8m carry bag for storage available @ £22.99 (product code 595). This can take both goals but requires two people to carry due to the placing of the handles.

Option 2

2.8m carry bag for storage available @ £59.99 (product code 1013). This takes only one goal so two bags would need to be purchased. It can be carried by one person due to the placing of the handles.

The UVPC goals have had good reviews on the website but they require more careful handling than the aluminium type. If looked after they could have a very long life span. The alloy cross bar supplied with this goal is to avoid the dip in the middle often found with UVPC cross bars.

RESOLVED

The FC approved the purchase of Option 1 for the goals and Option 2 for the goal bags (2 bags to be purchased). The FC further requested that the user's contract should be amended to include a clause for care/breakage of the goals and bags

ACTION

CM to draft an e-mail to the pitch users detailing the goals and bags to be purchased by CVPC and advising them that their contract will be amended to take into consideration the care of the new equipment.

Pitch Charges

The CM advised the FC that she had looked into comparable prices for other 9v9 pitches in the area and provided a chart for the FC to review.

The CM said that consideration should also be given to reduced marking and maintenance costs to the centre, alleviating pressure on car parking for Saturday mornings and Centre Managers having scope to market a 9v9 pitch (of which there is a shortage of in the area) for Sunday afternoon matches in the hope of possibly picking up the shortfall.

RESOLVED

The FC approved the 9v9 pitches and charges for the season.

ACTION

CM to action

ZCC Hall Hire Charges.

The CM advised the FC that any Increase in charges from April 2016 onwards should be advised to regular users during October. A chart comparing both regular and casual user charges here at the ZCC and other new community centres was circulated and discussed.

RESOLVED

The FC agreed to not increase the charges at the current time.

Boiler leak

The RFO advised that FC that during a routine inspection by the contractor today a leak had been discovered in the external boiler room. The contractor advised the CM that hopefully the leak could be solved by replacing the plastic connector that joined the pipe through the floor boards. The leak was not detrimental (fine spray) and could be left overnight until a connector was obtained the following day. The RFO said she had phoned the water company and discovered that the meter to turn the water off was at number 84 Danvers Drive. It was agreed that the centre manual should be updated with this information. The RFO said she/CM would advise the FC tomorrow what action was being taken and the costs involved.

Church Crookham goalposts

The CM advised the FC that Church Crookham Parish Council had offered the Goalposts to CVPC FOC as they no longer required them. The CM said she had been advised that the goalposts were in a better condition than the existing centre ones. The FC asked the RFO to obtain a quote to transport the new ones here and dispose of the current ones. Clive Eastwood said that consideration should be given to the scrap value of the existing goalposts when asking for the quote as aluminium had a reasonable scrap value.

ACTION

RFO to obtain quote and report back to the FC

79/15 FINANCE

(i) July / August Accounts

The July and August Accounts were approved by the FC

(ii) Newsletter

The FC approved a further £160 for the Neighbourhood Plan element of the newsletter. In addition the FC agreed to recommend to full council that a retainer fee should be agreed with a marketing company for ongoing projects. Simon Ambler (SA) said he would obtain an hourly rate to be agreed at the CVPC meeting on Monday.

RESOLVED

The FC resolved to recommend to full council that a retainer rate should be established with a marketing company going forward.

ACTION

RFO to ask the clerk to add as an agenda item for the next CVPC meeting.

SA to obtain a hourly rate for approval at the next CVPC meeting.

80/15 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Wendy advised that an extension may be obtained for the Neighbourhood Grant deadline date

Future Meetings – 2015 - Mondays

October	26th
November	23th
December	14th

The Meeting closed at 21.10pm