

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Monday 15th February 2016 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the March 2016 meeting for any amendments

Present

Cllr Julia Ambler (Chairman of Finance)	(JA)
Cllr David Jackson	(DJ)
Cllr Simon Ambler	(SA)
Cllr Clive Eastwood	(CE)
Cllr Richard Eastment	(RE)
Mrs Angela Sayers (RFO)	(AS)
Mrs Lucy Norris	(TP)

13/16 APOLOGIES FOR ABSENCE

Cllr Peter Crawley

14/16 CHAIRMAN'S ANNOUNCEMENTS

None

15/16 MINUTES OF PREVIOUS MEETING

Finance minutes from the meeting of January 2016 (1/16 – 12/16).

RESOLVED

Minutes 1/16 to 12/16 were agreed as a true record and signed by the Chairman.

16/16 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None

17/16 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.

18/16 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

19/16 CHEQUES FOR SIGNATURE

The cheques were signed

20/16 Zebon Copse Centre (ZCC)

1. Centre Maintenance

Replacement of 6 Tables

The CM advised the FC that she had obtained a quote for 6 lightweight polyfold tables. This was agreed. The FC requested that the old tables were kept providing storage was not an issue.

RESOLVED

The FC approved the quote of £301.69 from Morleys for 6 tables.

ACTION

CM to organise.

Stage Lights

The CM advised the FC that the stage lights in the Zebon Hall needed cleaning. A quote had been received. The Councillors agreed that they would clean the lights.

ACTION

Councillors will agree a date to clean the lights.

Down lighters for meeting room

Following on from the last meeting the CM advised the FC that the dimmer option requested would incur no extra cost. The FC agreed to the dimmer option

ACTION

CM to organise.

2 External Centre Maintenance

None

3 Minor Issues

None

21/16 FINANCE

(i) January Accounts

The January accounts were approved by the FC

(ii) Audit

The RFO had placed various documents and letters in drop box regarding the Audit so the FC could read them in advance of the meeting. The clerk had also received a letter from the Smaller Authorities Audit Appointment Limited (SAAA) a copy of which had also been placed in drop box and e-mailed out to members. The RFO advised the FC that the current contract with BDO finishes this year and the Financial Year 15/16 will be the last accounts submitted to them. The letter received refers to the next 5 years. The SAAA scheme will cover all authorities that have not formally decided to opt out. The RFO advised the FC that should they wish to consider opting out they must hold a properly constituted meeting and decide whether or not they wish to do so. This decision must be recorded. If the Council wish to opt out they must do so by the 31st March 2016 and communicate this to the National Association of Local Audit at Great Russell Street London. If no notification of our decision to opt out is not received by 31st March 2016 we will be regarded as opted in for the five year period beginning on 1st April 2017 and ending on 31st March 2022 and we will not have another opportunity to opt out before the end of the period. As stated in the letter if we decide to opt in the arrangements for 2017/2018 and subsequent years will be the same as they are now. The only difference will be that our Auditor will be appointed by SAAA. After completing the Annual Return we will submit it by the due date to the Auditor appointed by SAAA who will undertake the limited assurance audit review.

RESOLVED

The FC agreed to opt in and stay with SAAA for the next five years starting on the 1st April 2017 and ending on the 31st March 2022.

(iii) Electricity / Gas Contracts

The RFO spoke to the FC about the recent letter received from Hampshire County Council. Currently our energy is supplied under the terms of a contract arranged by Laser and facilitated by corporate procurement. This arrangement started in 2012 and is due to expire on the 30th September 2016. Hampshire County Council have looked at other routes to the market but have decided that the best option is to stay with Laser for another 2 years (2016-2018). During this time they will consult with us in respect of the future delivery of the service while engaging with the market to investigate other value for money options. Hampshire County Council have asked us to confirm by 4th March 2016 that we wish to continue to work with Laser in respect of our electricity and gas supplies from 1st October 2016 to 30th September 2018. The FC discussed the letter and other documents that the RFO had placed in drop box and agreed to stay with Laser.

RESOLVED

The FC agreed to continue with Laser for both gas and electricity for the next 2 years – 1st October 2016 to 30th September 2018

ACTION

RFO to fill in the relevant form and send to Jane Abbott and the procurement team.

22/16 NEIGHBOURHOOD PLAN

Cllr Richard Eastment advised the FC that there was no expenditure to approve this month.

23/16 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

SA - Agenda items for the next FC meeting -pull down screen for the meeting room and meeting room table

DJ advised that the AGM for the Residents Association was on Tuesday

RE requested that the CVPC revisit the grant request for a defibulator at the CVPC meeting.

Meeting Dates for 2016

Year	Month	FC/ Planning meetings
2016		
	March	21 st
	April	18 th
	May	23 rd
	June	20 th
	July	18 th
	August	1 st (planning only) and 15 th
	September	19 th
	October	17 th
	November	21 st
	December	19 th

The meeting closed at 8.45pm