

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Monday 23<sup>rd</sup> May 2016 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the June 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)
Mrs Angela Sayers (RFO)	(AS)
Mrs Tabby Powell	(TP)

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**46/16 APOLOGIES FOR ABSENCE**

None

**47/16 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reminded members that the deferred items from last month meeting had not been dealt with yet and asked members to try and complete them over the next month. This was agreed.

**48/16 MINUTES OF PREVIOUS MEETING**

Finance minutes from the meeting of April 2016 (35/16 – 45/16).

Line 125 changed from 'DJ provided the CM with the names of contractors who may be able to assist' to 'DJ provided the CM with the website link into contractors who may be able to assist'

Line 164 changed name from 'Danny Scrutt' to 'Danny Scutt'

**RESOLVED**

Minutes 35/16 to 45/16 were agreed as a true record and signed by the Chairman.

**49/16 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA**

None

**50/16 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.

**51/16 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)**

None.

**52/16 CHEQUES FOR SIGNATURE**

The cheques were signed.

**53/16 Zebon Copse Centre (ZCC)**

**1. Centre Maintenance**

**Annual PAT Testing**

The CM asked the FC to approve the Annual PAT testing quote.

**RESOLVED**

The FC approved the quote from Kevin Morris for £90

**ACTION**

CM to action

**Fire Extinguishers**

The CM asked the FC to approve further funding to purchase 9 new fire extinguishers which were not part of the original quote.

**RESOLVED**

FC approved a further £500.

**ACTION**

CM to find out the minimum requirement for the number of extinguishers in building so the FC can decide if they need to purchase an additional extinguisher.

**Chairs**

The CM provided several quotes for the FC to consider.

**ACTION**

CM to speak to Church Crookham Parish Council and find out more details about the chairs they purchased.

CM to check the number of chairs we actually require at the centre.

CM to investigate the costs of steam cleaning the existing chairs.

**Filter Change on Kitchen Water Urn**

The CM ask the FC to approve a quote for a filter change.

**RESOLVED**

The FC approved the quote for £65 from Cater Quip

**ACTION**

CM to action

**Removal of meeting room tables:**

The CM asked the FC to approve a quote for the removal of the old tables from the meeting room.

**RESOLVED**

The FC approved the quote for £40 from Andy Fisk.

**ACTION**

CM to action

**Annual Servicing of Fire Shutters:**

The CM asked the FC to approve a change of contractor from April 2017 for the annual service of the fire shutters.

**RESOLVED**

The FC approved the quote for £170 from County Installations– effective April 2017

**ACTION**

CM to action

**2 External Centre Maintenance****Drainage works at Lea Green**

The CM asked the FC to approve a quote for drainage works at Lea Green.

**RESOLVED**

The FC approved the quote for £2,884.80 from Kestrel pending outcome of discharge rights.

**ACTION**

RFO to ask Clerk to check discharge rights before we go back to Kestrel.

**Pay back team labour costs for distributing play bark in Junior Play Area:**

The CM asked the FC to approve a quote for the labour costs of distributing the play bark in the junior play area.

**RESOLVED**

The FC approved £80 for one days labour from the payback team.

**ACTION**

CM to check provision of tools.

**3 Minor Issues**

The CM advised the FC that there was a Trip Hazard in the Toddler play area – uneven concrete around a drain. She had received a quote to repair the damage.

**RESOLVED**

The FC approved the quote for £36 from Andy Fisk.

**ACTION**

CM to action

## 54/16 FINANCE

- (i) **April Accounts**  
**RESOLVED**  
The FC approved the report of the RFO.
- (ii) **Photography Competition Prizes**  
The FC discussed the type of prize for the competition and agreed on vouchers to be awarded to each selected entry.  
**RESOLVED**  
The FC agreed vouchers to the value of £20 would be awarded to each selected entry.  
**ACTION**  
CM to look at the size of picture required and report back to the FC.
- (iii) **Village Bench**  
The FC agreed to defer for further consideration
- (iv) **Community Open Spaces Grant**  
The FC discussed the Tesco grant and approved a budget towards the equipment should the bid be successful  
**RESOLVED**  
The FC approved £4k for the Goal equipment at ZCC.  
**ACTION**  
RFO/CM to email form to JA for approval before sending off.
- (v) **Open Spaces Donation**  
The FC discussed the request for a donation  
**RESOLVED**  
The FC agreed not to respond

## 55/16 NEIGHBOURHOOD PLAN

Nothing to report

## 56/16 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Agenda Item for next meeting  
Verti draining

## Meeting Dates for 2016

Year	Month	FC/ Planning meetings
2016		
	June	20 <sup>th</sup>
	July	18 <sup>th</sup>
	August	1 <sup>st</sup> (planning only) and 15 <sup>th</sup>
	September	19 <sup>th</sup>
	October	17 <sup>th</sup>
	November	21 <sup>st</sup>
	December	19 <sup>th</sup>

The meeting closed at 22.10pm