

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Thursday 16th June 2016 in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the July 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 Indra Sinka	(IS)
Mrs Angela Sayers (RFO)	(AS)
Mrs Lucy Norris	(LN)

57/16 APOLOGIES FOR ABSENCE

None

58/16 CHAIRMAN'S ANNOUNCEMENTS

None

59/16 MINUTES OF PREVIOUS MEETING

Finance minutes from the meeting of May 2016 (46/16 – 56/16).

RESOLVED

Minutes 46/16 to 56/16 were agreed as a true record and signed by the Chairman.

60/16 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None

61/16 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.

62/16 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

63/16 CHEQUES FOR SIGNATURE

The cheques were signed.

64/16 Zebon Copse Centre (ZCC)

1. Centre Maintenance

Cleaning Contract

The FC discussed the contract and agreed that it could be rolled forward if there was no price increase.

ACTION

The CM to investigate and report back to the FC.

Deep clean of Hall Floors

The CM provided various quotes to the FC

RESOLVED

The FC approved the quote from YBC for £97 to clean the floors and agreed to review in 6 months

ACTION

CM to action

Agenda item in 6 months' time

Chairs – information only

The CM advised the FC that Investigations into new chairs and stock check/assessment of condition of current chairs was ongoing and the CM would provide an update at the July meeting.

2 External Centre Maintenance

Lea Green

The CM advised the FC that the drainage works had started today. Due to complications the grass matting under the Cable Way had to be removed resulting in it being de-commissioned. The CM

further advised the FC that she was reviewing the original quote and querying costs relating to seeding the ground and a charge for a port –a –loo which was not on site. The CM had asked RSS to quote for replacement grass matting for the area in the event that the current matting could not be used. The CM further advised that she had asked the current grounds contractor to quote for seeding the affected area.

ACTION

CM to action the above.

Verti Draining for main pitch and 9v9 pitch

The CM provided various quotes for the FC to consider

RESOLVED

The FC accepted the quote for £550 from Shorts Agricultural Services.

ACTION

CM to action

3 Minor Issues

None

65/16 FINANCE

(i) May Accounts

RESOLVED

The FC approved the report of the RFO.

(ii) Gas & Electricity Contracts with Laser.

Information sharing

The FC delegated signing of the contracts to the Clerk.

ACTION

RFO to send both contracts to Hampshire County Council

66/16 NEIGHBOURHOOD PLAN

JA advised the FC of the following:-

- 1) There would be a non- statutory consultation which would start on the 3rd July 2016. The Steering group had already consulted the CVPC marketing contact who would be providing a quote for the preparation of boards for the ZCC fete. Further work would be done later and would be the subject of separate quotes.
- 2) At present, it is hoped that the NP would be ready for the statutory consultation to start in September 2016.
- 3) JA asked the FC to approve £2k for the forthcoming non- statutory consultation phase in advance of producing the draft plan policies. This was agreed.
- 4) There would be minimal ongoing website administration costs and the NP committee were looking at options for the management of this going forward. The FC agreed that any costs associated with the administration of the website would form part of the £2k budget agreed above.
- 5) Survey Monkey – The FC approved a maximum budget of £85 / month assuming the contract period required for sign up was less than 6months. The FC agreed one of the Cllr would personally pay and CVPC would re-imburse them accordingly.
- 6) JA ask the RFO to apply for the remaining NP grant of £2950 by July/ August 2016.

RESOLVED

The FC approved £2k for the forthcoming non- statutory consultation and ongoing website administration costs.

The FC approved a maximum budget of £85/month for Survey Monkey on the basis that the contract length was 6months or less.

The FC agreed to proceed with the NP grant application for £2950.

ACTION

RFO to apply for £2950 from Grounds Force by July/ August 2016
Cllr JA and Cllr IS to action above points.

67/16 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Agenda Item for next meeting

Meeting Dates for 2016

Year	Month	FC/ Planning meetings
2016		
	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 9.15 pm