

These are the unadopted Crookham Parish Council Minutes of the meeting of the Finance Committee (FC) held on Monday 22nd May in the Zebon Copse Centre, Danvers Drive. Please refer to the minutes of the next 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 Dan Bunter	(DB)
Mrs Carol Leversha	(CL)
Mrs Angela Sayers (RFO)	(AS)
Mrs Tabby Powell	(TP)

45/17 APOLOGIES FOR ABSENCE

Cllr Peter Kenaghan

46/17 CHAIRMAN'S ANNOUNCEMENTS

None

47/17 MINUTES OF PREVIOUS MEETING

Finance minutes from the meeting of April 2017 (34/17 – 44/17).

RESOLVED

Minutes 34/17 to 44/17 were agreed as a true record and signed by the Chairman.

48/17 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None

49/17 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.

50/17 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

51/17 CHEQUES FOR SIGNATURE

The cheques were signed.

52/17 Zebon Copse Centre (ZCC)

1. Centre Maintenance

Stage Floor

The FC looked at the various quotes and options for the stage floor.

RESOLVED

The FC approved the quote for £1590 from Tyne Flooring - Polyflor European Oak number 3347

ACTION

CM to action

New blinds for hall windows

The FC discussed replacing the blinds.

ACTION

Deferred to next FC meeting

CM to investigate other options/ obtain quotes including one from Blindspot in Farnham.

Office Furniture

The FC discussed the quote received for the replacement of the office furniture.

RESOLVED

The FC approved the quote from HSI for £1360.20

ACTION

CM to obtain a quote regarding the relocation of sockets and electrics in the office.

CM to obtain a quote for the office floor to be done in the same style as the stage floor.

CM to obtain a quote regarding the decoration of the office

CM to check the condition of the current filing cabinets especially ones for re-use and report back to

FC

Cllr SA to look at a small wall mounted housing unit for CCTV boxes as cabling cannot be moved very far

Additional funds to cover next Handyman visit

The FC discussed approval for a further £100 to cover materials required for the next visit.

RESOLVED

The FC approved a further budget of £100 for materials.

ACTION

CM to action

2 External Centre Maintenance

Update on quality of wood in Junior Play

No update

ACTION

CE to report back to the FC at the next meeting

End of season maintenance verti-drain

The FC discussed quotes for the end of season verti-drain

RESOLVED

The FC approved the quote from Shorts for £585.

ACTION

CM to action

3 Minor Issues

User Rates

The FC discussed charges for the next Financial Year.

RESOLVED

The FC agreed the rates for Financial Year 18/19 and next football season.

ACTION

CM to action

RoSPA Playground Inspection Qualification Renewal

The CM asked the FC to approve the quote for the RoSPA training required for Lucy Norris

RESOLVED

The FC approved £330 for the RoSPA training.

ACTION

CM to action

53/17 FINANCE

(i) April Account

RESOLVED

The FC approved the April Report of the RFO.

(ii) Website

Defer to June FC meeting

ACTION

DJ to do a report and circulate to members.

(iii) Community Bus

Suspend from agenda until Fleet Town Council approach us.

(iv) Lea Green Maintenance

The FC discussed 2 quotes for hedge cutting and spraying of brambles required at Lea Green.

RESOLVED

The FC approved both quotes £510 from Andy Fisk – work to be completed in the Autumn.

ACTION

RFO to action

RFO to obtain quote regarding the clearance of ditches and any rubbish.

CE to investigate licence regarding the use of pesticide and report back to the FC

RFO to obtain quote regarding the ZCC hedge trimming that needs to be completed in the Autumn

(v) Dog Bag Dispenser unit at Lea Green

The RFO advised the FC that she had received a quote to install a dog bag dispenser unit.

RESOLVED

The FC approved the quote for £100 from Andy Fisk

ACTION

RFO to action

Clerk to advise regarding the location of the unit at Lea Green.

(vi) Defibrillator

The FC discussed the report submitted by the Clerk

RESOLVED

Install defibrillator received from Crondall Triathlon Group at ZCC in the reception area.

The FC approved £3k for a second defibrillator to be installed in the Telephone box in the village.

The FC approved the connection of an electricity supply with Npower for the telephone box (costs to form part of the £3k authorised above).

The FC resolved that the monthly checks would be done when the Planning/Finance meetings take place and recorded on sheet.

ACTION

CM to obtain quote for the installation of the defibrillator at ZCC

CM to obtain quote for the installation of the defibrillator in the telephone box

CM to obtain quote regarding the electrics element of the defibrillator installation in the telephone box.

Clerk to advise Jane in the village of the change of use of the telephone box.

Clerk to liase with Npower regarding the electricity connection to the telephone box.

54/17 NEIGHBOURHOOD PLAN

Nothing to report. No financial requirements

55/17 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

DJ advised the FC that, following on from the service of the hall equipment, users needed to be made aware that small pieces of paper should not be used near the equipment. In addition the lens should be cleaned every couple of years.

CVPC June meeting agenda items

None

Dates of meeting for 2017

19th June

17th July – David sends apologies

7th August

21st August

18th September

16th October

20th November

18th December

The meeting closed at 21.25