

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Thursday 21<sup>st</sup> September 2017 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 Clive Eastwood	(CE)
Cllr Dan Bunter	(DB)
Mrs Angela Sayers (RFO)	(AS)
Mrs Lucy Norris	(LN)

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**75/17 APOLOGIES FOR ABSENCE**

Cllr Peter Kenaghan, Cllr Simon Ambler

**76/17 CHAIRMAN'S ANNOUNCEMENTS**

Additional Items:-

Community Buses - See Finance section

Codes for Internet users at ZCC – Agenda item for October FC meeting

**77/17 MINUTES OF PREVIOUS MEETING**

Finance minutes from the meeting of July 2017 (65/17 – 74/17).

**RESOLVED**

Minutes 65/17 to 74/7 were agreed as a true record and signed by the Chairman.

**78/17 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA**

None

**79/17 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.

**80/17 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)**

None.

**81/17 CHEQUES FOR SIGNATURE**

The cheques were signed.

**82/17 Zebon Copse Centre (ZCC)**

**1. Centre Maintenance**

**Building Maintenance**

The FC discussed the budget for the next list of handyman jobs due around the centre.

**RESOLVED**

The FC approved a max budget of £225 to cover the daily rate.

**ACTION**

CM to action.

**2 External Centre Maintenance**

**Hedge trim at Lea Green**

The FC discussed the quote for the hedge trimming at Lea Green.

**RESOLVED**

The FC approved the quote from Winchfield for £140.

**ACTION**

CM to action

**Repair to retaining timber at entrance to junior play area**

The FC discussed the quote for the replacement of the timber near the gate in the junior play area.

**RESOLVED**

The FC approved the quote from Winchfield for £80.

**ACTION**

CM to action.

**Appendix Annual play area inspections**

The FC discussed 3 quotes for the annual play area inspections.

**RESOLVED**

The FC approved the quote from Seagrave for £150.00 for the 2 sites.

**ACTION**

CM to action

**Report from Advanced Preservations Ltd on condition of wood in Junior Play Area**

**ACTION**

CM/Cllr Eastwood to chase for on- going maintenance quotes.

**3 Minor Issues**

**White board for meeting room**

The FC discussed the addition of a white board for the meeting room.

**ACTION**

CM to speak to schools and source quotes for boards and equipment similar to the ones used in school classrooms. CM to look into installation requirements to ensure any board assembled is robust. In addition CM to look into the bulk purchase of pens which can be stored in the office and sold to users of the board. This will ensure no damage is done to the board by using the wrong equipment.

Cllr Eastwood raised the issue of the Parish Council's obligations with regards to checking that any user of the centre working with children has had the appropriate checks done.

**ACTION**

The FC agreed on the following:-

- 1) Agenda Item for the October FC meeting
- 2) CM to investigate if there is a standard worded document that could be used by the Council and form part of the hire terms where required.

**83/17 FINANCE**

**(i) July & August Accounts**

**RESOLVED**

The FC approved the July and August Report of the RFO.

**(ii) Lloyds Bank Mandate**

The RFO collected forms from Cllr Jackson & Cllr Eastwood. Cllr Julia Ambler advised the RFO that Cllr Sinka would be going to visit the bank in the next 2 weeks to do the ID cheques. As Cllr Simon Ambler was not

present at the meeting it was agreed to complete the form signing at the CVPC meeting in October.

**ACTION**

CVPC agenda for Oct meeting- RFO to advise Clerk

**(iii) Website**

No update at present.

**ACTION**

October FC agenda item

**Community Buses**

Cllrs Jackson advised the FC that he was due to attend a community bus meeting tomorrow which would look at the future in light of HCC cuts

The FC agreed that it was unlikely that they would be able to support a substantial increase in their contribution

**ACTION**

Cllr Jackson to attend meeting and report back.

**84/17 NEIGHBOURHOOD PLAN**

No additional funds required.

**85/17 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING**

**Agenda Item for October CVPC meeting**

Lloyds Mandate

**Agenda Items for October FC meeting**

Website

Internet codes for users

CVPC obligations for users working with children.

**Dates of meeting for 2017**

16<sup>th</sup> October

20<sup>th</sup> November

18<sup>th</sup> December

The meeting closed at 8.50 pm