

These are the unadopted Crookham Village Parish Council Minutes of the meeting of the Finance Committee (FC) held on Wednesday 22<sup>nd</sup> November 2017 at 8pm in the Zebon Community Centre, Danvers Drive. Please refer to the minutes of the next meeting for any amendments

Present

Cllr Julia Ambler (Chairman of Finance)	(JA)
Cllr Simon Ambler	(SA)
Cllr Clive Eastwood	(CE)
Cllr Dan Bunter	(DB)
Cllr Peter Kenaghan	(PK)
Mrs Carol Leversha	(CL)

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**96/17 APOLOGIES FOR ABSENCE**

Angela Sayers & Tabby Powell.

**97/17 MINUTES OF PREVIOUS MEETING**

Finance minutes from the meeting of October 2017 (85/17 – 95/17).

**RESOLVED**

Minutes 85/17 to 95/7 were agreed as a true record and signed by the Chairman.

**98/17 CHAIRMAN'S ANNOUNCEMENTS**

None.

**99/17 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA**

None.

**100/17 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.

**101/17 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)**

None.

**102/17 CHEQUES FOR SIGNATURE**

The cheques were signed.

**103/17 Zebon Copse Centre (ZCC)**

**1. Repairs To Crookham Hall Wall**

The FC discussed a quote for repairs required in the hall.

**RESOLVED**

The FC approved the quote for £120 from C&N Plastering.

**ACTION**

CM to action.

**Supply 6 x additional tables for use across both halls**

The FC discussed the quote and need for extra tables in the halls

**RESOLVED**

The FC approved the quote from Morleys of £295.95 for six additional tables.

**ACTION**

CM to action

**CBS Contract Renewal Annual Service of partition wall**

The FC discussed the servicing of the partition wall and reviewed the brochure regarding health & safety legislation.

**RESOLVED**

The FC reviewed the Health & Safety legislation in the brochure relating to partition walls which states inspection at suitable intervals, and decided that a decision would be deferred to await a response to a query raised on behalf of the Council. It was also agreed that users should have proper instruction in how to actually operate them so as to prevent damage from mishandling.

**ACTION**

CMs to ensure that users of the hall requiring the partitions to be used are properly instructed in order to prevent damage by misuse.

- Agenda item for Full Council
- Cllr. Eastwood to confirm findings of Health & Safety query to Full Council.
- RFO accrue for a service in the event that it is required this year.

## 2 External Centre Maintenance

### **Alternative solution to gravel alongside main pathway to front door**

The FC discussed the various quotes and options for the gravel issue at the front of the centre and felt none of them were the right solution. Further debate felt that a more permanent solution would be to have the area redesigned by an architect as part of the marketing exercise.

#### **ACTION**

- FC to await response to their query to Rushmoor for details of the company which had installed the hexagon and what type of shingle had been used.
- When the type of shingle has been confirmed, the CM to instruct contractors to collect up all the current shingle leaving the honeycomb and put in the new shingle. Old shingle only to come out when new gravel is there to replace it.
- Permanent solution to be an Agenda item for Full Council and Clerk to make tentative enquiry to the architect as to options to alter the front.

### **New small external noticeboard for front of building**

The FC discussed the quotes for an external noticeboard

#### **RESOLVED**

The FC approved the quote from XL Displays for £83

#### **ACTION**

CM to action

## 3 Minor Issues

### **Safeguarding**

The FC discussed the required changes to comply with current legislation.

#### **ACTION**

The FC agreed to CM seeking guidance from LADO HCC Officer but also to make use of the Council's membership of HVA and seek guidance from Caroline Whitchurch. CM to action

## 104/17 FINANCE

### **(i) October Accounts**

#### **RESOLVED**

The FC approved the October Report of the RFO.

### **(ii) Meeting Dates 2018**

The FC discussed the proposed meeting dates for 2018.

#### **RESOLVED**

The FC & Planning meeting dates for 2018 were not yet agreed. The Chairman will supply the list of Mondays when she is unable to attend.

#### **ACTION**

Agenda item for next FC & Planning meetings.

## 105/17 NEIGHBOURHOOD PLAN

No additional funds required.

## 106/17 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

CBS Contract Renewal Annual Service of partition wall

Alternative solution to gravel alongside main pathway to front door

Safeguarding

### **Agenda Items for December FC meeting**

None other than the usual.

### **Dates of meeting for 2017**

18<sup>th</sup> December 2017

The meeting closed at 8.40 pm