



## Parish Council

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These are the unadopted minutes of a meeting of the Crookham Village Parish Council Finance and Human Resources Committee held at Zebon Community Centre, Danvers Drive at 8:00pm on Monday 18<sup>th</sup> June 2018. Please refer to the Parish Council Minutes of the next meeting for any amendments.

Present

Cllr David Jackson

Cllr Nick Hill

Cllr Clive Eastwood

Mrs Angela Sayers

Mrs Tabby Powell

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### **56/18 APOLOGIES FOR ABSENCE**

Cllr Julia Ambler, Cllr Peter Kenaghan,

In the absence of the Chairman of Finance Cllr Jackson was elected as Chairman.

### **57/18 MINUTES OF PREVIOUS MEETING**

Finance minutes from the meeting of May 2018 (45/18 – 55/18).

#### **RESOLVED**

Minutes 45/18 to 55/18 were agreed as a true record and signed by the Chairman.

### **58/18 CHAIRMAN'S ANNOUNCEMENTS**

None

### **59/18 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA**

None

### **60/18 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.

### **61/18 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)**

None.

### **62/18 CHEQUES FOR SIGNATURE**

The cheques were signed.

### **63/18 Zebon Copse Centre (ZCC)**

#### **Internal Maintenance**

#### **Annual PAT testing**

The FC discussed the quote for the annual PAT testing.

#### **RESOLVED**

The FC agreed on the quote from Kevin Morris for £95.

#### **ACTION**

CM to action

#### **Chair Cleaning**

The FC discussed the quote for chair cleaning at the centre.

#### **RESOLVED**

The FC approved the quote from Fabriclean for £256

#### **ACTION**

CM to action

#### **Handyman**

The FC discussed the budget required for materials to complete the next phase of repairs at the centre.

**RESOLVED**

The FC approved £100 for materials.

**ACTION**

CM to action

**YBC machine clean of floors**

The FC discussed the quote to deep clean the floors in both halls and the kitchen.

**RESOLVED**

The FC approved the quote from YBC for £102.60

**ACTION**

CM to action

CM / RFO to review last few bills

**Replacement finger shields**

The FC discussed the quotes for finger shield door guards.

**RESOLVED**

The FC approved the quote from Ironmongery Direct £52.50.

**ACTION**

CM to action

**External Centre Maintenance**

**Perimeter hedge trim**

The FC discussed the quote for the annual hedge trim around the ZCC field perimeter.

**RESOLVED**

The FC approved the quote from Fisk Gardening for £286.

**ACTION**

CM to action

**Floodlights**

The FC discussed the possible installation of floodlights on the outside of the building to illuminate the grass area in front of the Zebon Hall fire exit.

**ACTION**

CM to investigate further options and report back at the next FC meeting.

**Minor Issues**

None

**64/18 FINANCE**

**(i) Minor Issues**

The RFO asked the FC to approve a quote for a new printer and scanner. Total cost £200.

**RESOLVED**

The FC approved the purchase of the printer for the RFO for £200

**ACTION**

Cllr Simon Ambler to order

**(ii) Website Support**

The FC discussed a budget for website support from Orange Pixel.

**RESOLVED**

The FC approved a maximum budget of £500 for website support

**ACTION**

Cllr David Jackson to action.

**65/18 NEIGHBOURHOOD PLAN**

No further funds required at present

**66/18 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING**

RFO gave her apologies for the planning meeting on the 6<sup>th</sup> August  
 Cllr Eastwood has given his apologies for the FC meeting on the 16<sup>th</sup> July

The FC agreed they would only go ahead with the August meetings if required.

**Agenda Items for July FC meeting**  
 none  
**Agenda Items for July CVPC meeting**  
 None

**Dates of meeting for 2018**

2018	CVPC Meeting	FC/ Planning
July	Monday 2nd	Monday 16 <sup>th</sup>
August	no meeting	Monday 6 <sup>th</sup>
August	no meeting	Monday 20th
September	Monday 3rd	Monday 17th
October	Monday 1st	Monday 15th
November	Monday 5th	Monday 19th
December	Monday 3rd	Monday 17th

The meeting closed at 20.45pm