



## Parish Council

These are the unadopted Crookham Village Parish Council minutes of the Finance and Human Resources Committee meeting held at Zebon Community Centre, Danvers Drive on Monday 17<sup>th</sup> December 2018. Please refer to the Parish Council Minutes of the next meeting for any amendments.

Present

Cllr Julia Ambler (Chairman)

Cllr David Jackson

Cllr Simon Ambler

Cllr Peter Kenaghan,

Cllr Dan Bunter

Cllr Indra Sinka

Mrs Angela Sayers

Mrs Lucy Norris

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### **109/18 APOLOGIES FOR ABSENCE**

None

### **110/18 MINUTES OF PREVIOUS MEETING**

Finance minutes from the meeting of 19th November 2018 (100/18 – 108/18).

#### **RESOLVED**

Minutes 100/18 to 108/18 were agreed as a true record and signed by the Chairman.

### **111/18 CHAIRMAN'S ANNOUNCEMENTS**

None

### **112/18 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA**

Simon, Julia, Indra & David are all members of the Horticultural Society and declared a non -pecuniary interest.

### **113/18 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.

### **114/18 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)**

None.

### **115/18 CHEQUES FOR SIGNATURE**

The cheques were signed.

### **116/18 Zebon Copse Centre (ZCC)**

#### **Internal Maintenance**

#### **Annual Intruder Alarm Service**

The FC discussed the quote for the service.

#### **RESOLVED**

The FC agreed the quote from Alastair Clark for £90.

#### **ACTION**

CM to action

#### **Machine Clean of Hall & Kitchen Floors**

The FC discussed the quote for the cleaning of the floors in the centre.

#### **RESOLVED**

The FC agreed the quote from YBC Cleaning for £102.60.

The FC approved a further max budget of £50 to cover the toilet areas.

#### **ACTION**

CM to action

### **Carpet Cleaning of Centre Office**

The FC discussed the 3 quotes for the carpet cleaning.

#### **RESOLVED**

The FC approved the quote from Pro Carpet Cleaning for £60.

#### **ACTION**

CM to action.

### **Contract Renewal for Quarterly Inspection of Zip Wire and Gym Equipment**

The FC discussed the quote for the annual contract.

#### **RESOLVED**

The FC approved the quote for £200 from HAGS SMP for a one- year contract.

#### **ACTION**

CM to action

### **New Website & ZCC Marketing**

The CM provided the following update to the FC: -

The design of the main pages has now been agreed and are now proceeding to the build stage.

Photographic images from the recent photo shoots are now ready for use on the website.

All necessary data protection consents are in place for images where people are clearly identified.

Centre Managers have asked for a new website launch date and timescales for all key phases in the run up to this point.

Centre Managers are seeking quotes and specifications for signage recommendations.

## **117/18 FINANCE**

### **Grant Request**

The RFO advised the FC that she had received a grant request from Dogmersfield, Winchfield and Crookham Village Horticultural Society. The grant request is for £200 for the Sponsorship of the Craft Tent at the annual Flower Show and Fete to be held on Saturday 13 July 2019

#### **RESOLVED**

The FC approved the grant request of £200

#### **ACTION**

RFO to action

### **Goodman Nash**

The Clerk has requested a response from the FC with a recommendation to next full council.

#### **ACTION**

RFO to advise the Clerk that we would like our details removed from their database and that we were not interested.

### **SCP – Tables 18/19**

The RFO advised the FC that there would be a backpay payment made to staff in Jan 19 to take the SCP rates from the 17/18 tables to the 18/19 tables. She had agreed all the rates with Cllr Julia Ambler.

In addition, she had also obtained the new 19/20 tables and again has agreed with Cllr Julia Ambler the rates to be used for staff from 1<sup>st</sup> April 2019. These 19/20 rates will be formally agreed as part of the budget meeting in January 19.

#### **RESOLVED**

The FC agreed the backpay payment to be made in Jan19 using the revised rates that the RFO has agreed with Cllr Julia Ambler.

## **118/18 NEIGHBOURHOOD PLAN**

No request for funds

## 119/18 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

	Meeting Dates	
2019	CVPC	FC/Planning
January	07/01/2019	21/01/2019
February	04/02/2019	18/02/2019
March	04/03/2019	18/03/2019
April	01/04/2019	15/04/2019
	08/04/2019	
May	13/05/2019	20/05/2019
June	03/06/2019	17/06/2019
July	01/07/2019	15/07/2019
August	no Mtg	05/08/2019
		19/08/2019
September	02/09/2019	16/09/2019
October	07/10/2019	21/10/2019
November	04/11/2019	18/11/2019
December	02/12/2019	16/12/2019

The meeting closed at 9pm