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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 on Monday 21st January 2019. 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

Mrs Angela Sayers

Mrs Tabby Powell

1/19 APOLOGIES FOR ABSENCE

Cllr Dan Bunter

2/19 MINUTES OF PREVIOUS MEETING

Finance minutes from the meeting of 17th December 2018 (109/18 – 119/18).

RESOLVED

Minutes 109/18 to 119/18 were agreed as a true record and signed by the Chairman.

3/19 CHAIRMAN'S ANNOUNCEMENTS

None

4/19 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None

5/19 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.

6/19 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

7/19 CHEQUES FOR SIGNATURE

The cheques were signed.

8/19 Zebon Copse Centre (ZCC)

Internal Maintenance

Repairs required after Emergency Light Testing

The FC discussed the quote for the annual lighting emergency test.

RESOLVED

The FC agreed the quote from Kevin Morris for £140.

ACTION

CM to action

Additional tables

The FC discussed the quote for the replacement of the damaged tables.

RESOLVED

The FC agreed the quote from Morleys for £197.75

ACTION

CM to action

Fire Risk Assessment

The FC discussed the quote for the fire risk assessment which is carried out every two years.

RESOLVED

The FC approved the quote from Fire & Safety Team for £175.

ACTION

CM to action.

Minor Issues

ZCRA Fete

The FC discussed the application received from ZCRA and deferred the decision to full council.

ACTION

Defer to full council meeting on the 4th February 2019.

6 monthly testing of ZCC fire alarm panel

The FC discussed the quote for the testing of the fire alarm panel.

RESOLVED

The FC approved the quote from Richard Thorpe Fire for £80 per visit (April 19 & October 19)

ACTION

CM to action

New Website & ZCC Marketing

The CM updated the FC with the recent progress regarding signage quotes and specification.

ACTION

CM to get alternative quotes as a comparison for the next FC meeting.

9/19 FINANCE

The RFO advised the FC that she had emailed Hart a provisional precept figure of £132,830. The precept figure would be agreed at the full council meeting on 4th February 2019.

10/19 NEIGHBOURHOOD PLAN

JA advised the FC that costs would be incurred for the following this month

Design and printing of policy summary leaflets - £120

Printing of 2600 policy consultation leaflets - £196

Survey monkey £100

Drop in sessions – printing costs for response forms/summary documents/plans/leaflets – max budget £500

11/19 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

	Meeting Dates	
2019	CVPC	FC/Planning
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