



Parish Council

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These are the unadopted Crookham Village Parish Council Finance and Human Resources Committee Minutes held at Zebon Community Centre, Danvers Drive on Thursday 20<sup>th</sup> June 2019. Please refer to the Parish Council Minutes of the next meeting for any amendments.

Present

Cllr Julia Ambler (Chairman)  
Cllr David Jackson  
Cllr Andrew Friend  
Cllr Beverley Batt  
Mrs Angela Sayers  
Mrs Tabby Powell

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**56/19 APOLOGIES FOR ABSENCE**

Cllr Simon Ambler

**57/19 MINUTES OF PREVIOUS MEETING**

Finance minutes from the meeting of 20<sup>th</sup> May 2019 (45/19 – 55/19).

**RESOLVED**

Minutes 45/19 to 55/19 were agreed as a true record and signed by the Chairman.

**58/19 CHAIRMAN'S ANNOUNCEMENTS**

None.

**59/19 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA**

None

**60/19 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.

**61/19 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)**

None.

**62/19 CHEQUES FOR SIGNATURE**

The cheques were signed.

**63/19 Zebon Copse Centre (ZCC)**

**Internal Maintenance**

**Annual PAT testing**

The FC discussed the quote for the testing.

**RESOLVED**

The FC approved the quote for £100 from Kevin Morris

**ACTION**

CM to action

**Lighting**

The FC discussed the final choices for the lighting and agreed the final budget.

**RESOLVED**

The FC approved a further £60 taking the total budget approved to £4060.

The FC unanimously approved the type of lights required from the samples installed in the hall.

**ACTION**

CM to action the above

CM to look at sports pavilion area for PIRs – budget item 20-21

CM to look to sports pavilion lighting switchover from fluorescent to LEDs – budget item 2020-21

**Chair cleaning**

The FC discussed the quote for the cleaning.

**RESOLVED**

The FC approved the quote from Fabriclean for £260

**ACTION**

CM to action

**Fire extinguisher annual service**

The FC discussed the quote for the annual service

**RESOLVED**

The FC approved the quote for £59 from Thorpe Fire Safety Services.

**ACTION**

CM to action

**Replacement battery packs for fire shutters**

The FC discussed the quote for the replacement battery packs.

**RESOLVED**

The FC approved the quote for £513 from County Installations.

**ACTION**

CM to action

RFO – Budget item every 3 years – replacement battery pack

**Floors - Cleaning**

The FC discussed a budget for the cleaning of the centre floors.

**RESOLVED**

The FC approved a max budget of £150. The timing of the new floor installation needs to be considered.

**ACTION**

CM to action

**New flooring**

The FC discussed the quote for new flooring in both halls. This is the same product already supplied and installed on the stage and lobby / meeting room areas at the Centre.

**RESOLVED**

The FC approved the quote for £10,437 from Tyne Flooring – identical wood colour to existing floor in lobby and meeting room.

**ACTION**

CM to action

CM to try and get work completed before end 2019.

RFO -Budget item – toilet floor & kitchen floor.

**External Maintenance**

**Junior Play Area**

The CM updated the FC about the issues raised at the May meeting. These are still ongoing and further updates will be given as information becomes available. The CM did advise member that the site inspection and condition report on the timber in the Junior Play Area is booked with Advanced Preservations for 1st July 2019.

**ACTION**

CM to ensure wood condition report is available for the next FC meeting.

**Rope repair**

The FC discussed the quote for the repair.

**RESOLVED**

The FC approved the quote for £80 from Vitaplay

**ACTION**

CM to action

**Repair to Toddler Play Area Gate**

The FC discussed the quote for the gate repair.

**RESOLVED**

The FC approved the quote of £211.10 from HAGS.

**ACTION**

CM to action

CM to check with HAGS if the gate should be locked in the meantime.

**Car park – white lining**

The FC discussed the updated quote for full white lines in the car park.

**RESOLVED**

The FC approved the quote from Hart White Lining for £545.

**ACTION**

CM to action

**Recent incidents and reports of anti-social behaviour**

The FC discussed at length the recent incidents and agreed an action plan

**ACTION**

CM to investigate the following and report back at the July FC meeting: -

Porch – look at lighting options. CMs to discuss with electrician options on brighter more welcoming lights in existing outside fittings

Car park light option. Cllrs to review existing timings for car park lights with Hampshire

CCTV – consider additional monitor to cover other side of porch

Code 9 Security – noted

Internal CCTV – look at options.

**64/19 FINANCE**

The FC discussed the cost of a replacement VDSL Router for the centre

**RESOLVED**

The FC approved a maximum budget of £250.

**ACTION**

SA to action

**65/19 NEIGHBOURHOOD PLAN  
RESOLVED**

The FC approved a maximum budget of £500.

**66/19 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING**

2019	Meeting Dates	
	CVPC	FC/Planning
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 9.30pm