



Parish Council

These are the unadopted minutes of the Crookham Village Parish Council Finance and Human Resources Committee on Monday 17th August 2020. Please refer to the Parish Council Minutes of the next meeting for any amendments.

Present

Cllr Julia Ambler (Chairman)
Cllr Simon Ambler
Cllr David Jackson
Cllr Beverley Batt
Cllr Andrew Friend
Mrs Tabby Powell
Mrs Carol Leversha

47/20 APOLOGIES FOR ABSENCE

Cllr. Indra Sinka.

48/20 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that due to some late correspondence she would deal with Agenda item 7 under Confidential/Exempt due to contractual sensitivity.

49/20 MINUTES OF THE PREVIOUS MEETING

Finance minutes (38/20 – 46/20) from the July meeting.

RESOLVED

Minutes 38/20 to 46/20 were agreed as a true record and signed by the Chairman.

50/20 DECLARATION OF INTEREST IN ANY MATTER ON THE AGENDA

None

51/20 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.

52/20 PUBLIC PARTICIPATION (Maximum of 3 minutes per speaker)

None.

53/20 ZEBON COPSE CENTRE

The chairman moved that the contracts item below be dealt with under confidential / exempt.

Resolved

Exclusion of Public & Press under Public Bodies (admission to meetings) Act 1960 S.1(20)

Contracts

The FC discussed the contract options.

Resolved

Option 3 of the cleaning contract was agreed (subject to consideration of HR advice on previous contract)

Resolved

Policy decision that the pavilion will be closed from May to September (in line with dates from hirers)

Resolved

Hire charges will be reviewed in October and (if altered) will commence in January 2021.

Action

Clerk to contact HR.

CM to action above.

The following items were dealt with outside of exclusion of public and press.

CCTV

Cllr. Simon Ambler advised the FC that he had been promised a specification to suit the requirements of the Centre. The Hart & Rushmoor CCTV upgrade has been delayed due to the need for Rushmoor to radically upgrade their equipment. Hart upgraded two years ago.

ACTION

Simon Ambler to action

Repairs & Maintenance

Electrics

The FC discussed the quotes for the PIR lights in the pavilion area.

RESOLVED

The FC approved the additional quote from K M Electrics for £180 for additional lights in the pavilion toilets and officials change.

RESOLVED

The FC approved the quote from K M Electrics for £160 for PIR control of pavilion corridor lights.

ACTION:

CM to action

Crookham hall storage

The FC discussed the options and quotes available to them.

RESOLVED

The FC approved the quote from T3 Handyman for £724 for bespoke cup boards.

ACTION:

CM to action

Windows

The FC discussed the quote for replacement trickle vents.

RESOLVED

CM to get another quote from Hart Glass and if it is lower than Crown Conservatories award the job to Hart Glass.

ACTION

CM to action

Play Areas

Junior Play Area – Klondike Damage

The FC discussed the quote and options for the equipment

RESOLVED

The quote from HAGS for £450 was approved for the removal and disposal of the unit.

ACTION

CM to action

Toddler Play Area fence

The FC discussed the quote for the Fence repairs.

RESOLVED

The FC approved the quote from SCS for £371.44.

ACTION

CM to action.

Covid 19

Electrostatic Spraying Treatment

The FC discussed the quote received and a budget for the cleaning of the chairs prior to electrostatic treatment.

RESOLVED

The FC approved the quote from City Cleaning for £70 for the electrostatic spraying of the upholstered chairs.

RESOLVED

The FC approved a maximum budget of £300 for the cleaning of the chairs.

ACTION:

CM to action

PIRs

The FC discussed the quote received to install outside lights over the fire exit doors from both Crookham and Zebon Halls to facilitate one-way systems being utilised by Regular Hirers. These will be controlled and work to the same timings as the existing clock for the lobby lights.

RESOLVED

The FC approved the quote of £263 from K M Electrics for additional PIRs outside hall fire exits.

ACTION:

CM to action.

LED lighting

The FC discussed the quote for the light switchover from fluorescent to LED in the Crookham toilets.

RESOLVED

The FC approved the quote from K M Electrics for £596.00.

ACTION

CM to action

Face covering policy

The FC discussed the proposed wording regarding the wearing of face masks.

‘On entering the Zebon Community Centre, all users will be required to wear a face covering and will be required to keep it on at all times while in the Centre. The only exception to this are whilst users are undertaking exercise or an activity where it would negatively impact their ability to do so, or where users have a health or disability reason to not wear one. In such circumstances, users should also note that removal of face coverings is only permitted whilst in the hired section of the Centre.

Please note that face coverings **do not** replace the need for social distancing which must be maintained at all times, including on entry and exit. All face coverings must be used correctly such that the mouth and nose are completely covered’

RESOLVED

Members accepted the above wording for the hire agreements for the Centre.

ACTION:

CM to action.

Casual bookings during Covid restrictions

The FC discussed the current guidelines and whether such activities were permitted.

RESOLVED

Managers may decide to accept or decline casual booking requests, on a case by case basis, whilst the Covid related restrictions remain in force.

54/20 FINANCE

Current attendees of this meeting are available for the next Finance meeting on 21.9.20.

55/20 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

FC/Planning – Meeting Dates 2020

21/09/2020

19/10/2020

16/11/2020

21/12/2020

The meeting closed at 9.37pm.
