

# ASH PARISH COUNCIL

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Council Offices  
Ash Hill Road  
Ash, Surrey  
GU12 5DP

13 July 2010

**To: The Chairman and Members of the Amenities Committee**

Chairman of the Amenities Committee: Cllr Doug Richards  
Vice Chairman: Cllr Mrs Annie Norgrove  
Cllr Steve Evans  
Cllr Graham Hawes  
Cllr Nigel Manning  
Cllr Len Scott

Councillors are hereby summoned and members of the public are invited and have the right to attend the Amenities Committee meeting to be held at the Ash Centre, Ash Hill Road, Ash on Monday 19 July 2010 commencing at 6.30 P.M.

Carole Olive  
Clerk of the Council

## AGENDA

### Part I – Public Session

1. **To accept Apologies for Absence.**
2. **To receive Declarations of Interest.**
3. **Confirmation of the Minutes.**

To confirm the minutes of the previous Amenities Committee Meeting held on Monday 21 June 2010. These minutes have been before the full Council by which they were duly approved and adopted.

4. **Adjournment.**

To give consideration to adjourning the meeting for a maximum period of ten minutes to enable members of the public to raise questions.

**5. Grants of Cemetery Rights.**

To authorise the issue of Grants of Exclusive Rights in respect of Burials as at Appendix A.

**6. Health and Safety.**

Members to consider a report on the high priority matters highlighted by the independent Health and Safety inspection as at Appendix B

**7. War Memorial.**

Members to consider a request from Parish Groundstaff for the installation of a dropped kerb at the War Memorial to enable clear access for mowing and watering.

**8. Tree Survey.**

Members to consider the quotes received in respect of a survey of trees on Parish land:

**Quote 1**

2010 Full survey of all trees on Parish land	£1,400.00
2011 onwards one third of trees resurveyed as part of an ongoing rolling survey	£ 740.00 pa

**Quote 2**

2010 Full survey of all trees on Parish land	TBA
2011 onwards one third of trees resurveyed as part of an ongoing rolling survey	TBA

**9. Tree Surgery.**

Members to consider a quote received for the removal of a conifer at Ash Cemetery at a cost of £350.00 + VAT

**10. Skate Park.**

Members to consider correspondence received from a resident with regard to the noise generated by cycle users at the Skate Park, Ash Hill Road and the request for some form of noise barrier.

**11. Harpers Road Allotments.**

Members to consider a request from an allotment holder to erect a shed on plot 8 Harpers Road Allotments.

**12. Parish Allotments.**

Members to consider a letter a letter received from Shawfield Road Allotment Tenants for permission to form a Tenants Association.

**13. Grant Aid to Parish Councils (Concurrent Functions) 2011/2012.**

Members to consider projects for Concurrent Grants for 2011/2012.  
To be agreed at full Council Meeting to be held on 13 September 2010.

**14. Water Bowser**

Members to agree, in retrospect, the purchase of a 1000ltr Static Plant Watering Bowser for use on the back of the Ford Pick Up, at a cost of £1495 + Delivery + VAT

**15. Correspondence.**

**16. Next Meeting.**

The date of the next meeting is Monday 20 September 2010 commencing at 6.30 P.M.

## Appendix A

**ASH PARISH COUNCIL****GRANTS OF CEMETERY RIGHTS****Exclusive Rights in respect of Burials**

<b>Deed No.</b>	<b>Deed Applicant</b>	<b>Deed Applicant Address</b>	<b>Grave Space</b>
1495	Mrs Christine Smith	77 Winchester Road Ash Surrey GU12 5SU	M 20
1496	Mrs Pauline Schultz	57 Church View Ash Surrey GU12 6RX	K 362
1497	Mr and Mrs Harvey	41 Winchester Road Ash	K658

## Appendix B

**INDEPENDENT HEALTH AND SAFETY INSPECTION – HIGH PRIORITY MATTERS**

<b>Issue Raised</b>	<b>Action Taken</b>
<p>Staff Training</p> <ol style="list-style-type: none"> <li>1. Recorded method to determine the competency of individuals for the position held</li> <li>2. All staff should be trained</li> <li>3. Training to adequate and suitable</li> <li>4. Refresher training should be provided</li> <li>5. Local induction to include H&amp;S matters</li> </ol>	<p>In house training day is being arranged for August 2010, via Merrist Wood. All groundstaff to attend and received necessary certification.</p> <p>To be dealt with as required.</p>
<p>Two emergency eyewash stations are required within the workshop.</p>	<p>One eyewash station already in place. Second station ordered</p>
<p>Waste storage area unlocked o/s workshop</p> <p>Individual waste bins do not have lockable lids</p>	<p>Not applicable. On day of inspection – inspector was advised that the bin area was unlocked as it was a GBC waste collection day and the area is locked as soon as the collection has been made.</p> <p>Individual bins are not locked to allow for waste collection</p>
<p>Bulk Oil storage area within the workshop is not provided with a bund</p>	<p>Bund ordered and in situ together with a ramp to enable ease of movement</p>
<p>Trip hazards in workshop</p>	<p>Dealt with as and when occur</p>
<p>Security Window – Ash Centre Reception DSE Inspection – Margaret Randall</p>	<p>In hand – reorganisation of reception area to eliminate manual handling hazard and replacement of office items/furniture in hand</p>
<p>Replace staff fridge in main office</p>	<p>To be ordered</p>
<p>Wall mounted hair dryer in ladies toilets Ash Centre – damaged hose</p>	<p>Item placed 'out of order' to allow for new hose to be obtained</p>
<p>Electrical consumer unit in workshop could represent a danger</p>	<p>To be inspected as part of Centre Maintenance</p>
<p>Lidded bin required for oily rags/tissues etc in workshop</p>	<p>Purchased and in situ.</p>