

ASH PARISH COUNCIL

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18 May 2010

To: The Chairman and Members of the Finance and Administration Committee.

Chairman of the Committee: Cllr Mrs Jayne Hewlett
Vice Chairman: Cllr Laurence Armes
Cllr Nigel Manning
Cllr Mrs Jo Randall
Cllr Doug Richards
Cllr Mrs Pat Scott

Councillors are hereby summoned and members of the public are invited to attend the Finance and Administration Committee meeting to be held at the Ash Centre, Ash Hill Road, Ash on Monday 24 May 2010 commencing at **7.00 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 Finance and Administration Committee Meeting held on Monday 26 April 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. Monthly Accounts 2010/2011.**

Members to consider and agree the Councils accounts and budgetary review as at 30 April 2010 (Month 1).

6. Bank Reconciliation.

Members to consider and agree bank reconciliations as at month ending 30 April 2010 (Month 1).

7. Christmas Fantasia 2009

Item deferred from Finance and Administration meeting held 26 April 2010.

Following the Committee's agreement on 26 April 2010 to assist the St John Ambulance with the provision of No Entry signs for their car park, members to consider further suggestions for donations of the remaining funds.

8. Christmas Motifs

Item deferred from Finance and Administration meeting held 26 April 2010.

The application for installation of the motifs has been submitted to Surrey County Council. Members to consider the extension of the Christmas motifs for 2010, subject to consent having been received from Surrey County Council.

9. Harpers Recreation Ground - Lighting

a) Members to consider up to date quotes for the upgrading of the lighting at Harpers Recreation Ground.

Quote 1

2 x replacement columns + termination of existing columns:	£876.00 + VAT
Connection:	TBA
Replacement Feeder Pillar	£575.00 + VAT

Quote 2

2 x replacement columns + termination of existing columns:	TBA
Connection:	TBA
Replacement Feeder Pillar	TBA

b) Members to consider replacing one of the light columns above with a column capable of accommodating a CCTV camera:

Quote 1

1 x replacement column + 1 x CCTV column + termination of existing columns	£1,198.00 + VAT
Replacement Feeder Pillar	TBA

Quote 2

1 x replacement column + 1 x CCTV column + termination of existing columns	TBA
Replacement Feeder Pillar	TBA

10. Harpers Recreation Ground - Ball Court Consultation

Members to consider the response to the Harpers Recreation Ground Ball Court Consultation. 11 forms returned out of 22 issued.

11. Parish Online

Members to consider subscribing to Parish Online at a cost of £10 per 1000 head of population. Parish Online to give access to maps and aerial photographs allowing continued Parish assets to clearly mapped.

12. Ash Centre – Annual Boiler Service

Members to consider a quote received from Andersons to service the Ash Centre boilers and the gas radiant lights in the Main Hall annually in the sum of £642.00 + VAT. Service to be carried out in conjunction with the existing service contract to the Air Conditioning.

13. Ash United Football Club

Members to consider a request from Ash United Football Club for financial assistance towards the installation of a dedicated disabled toilet facility.

14. Surrey County Council – Pension Fund

Members to consider the review of Surrey County Council's policy on abatement.

15. Committee Spending Limits

Members to review the Committee and Clerks spending limits, currently:

Clerk - £750.00 per item to a maximum of £3,000.00 per month.

Amenities Committee - £3,000.00 per month.

Finance and Administration - £3,000.00 per month.

16. Internal Audit 2009/2010

Members to consider the Internal Audit (Final) 2009/2010 and agree the response to the issue raised.

17. End of Year Accounts 2009/2010

Members to consider and agree the draft End of Year Accounts to 31 March 2010.

18. Annual Return 2009/2010

Members to consider and agree the Annual Return to 31 March 2010 subject to receipt from the Auditor.

19. Health and Safety

Members to consider the independent Health and Safety report and agree and actions required, subject to receipt of the independent report.

20. Newsletter.

Members to consider and note the minutes of the Newsletter meeting held on Thursday 29 April 2010 as at Appendix B.

21. Correspondence.**22. Next Meeting.**

The date of the next meeting is Monday 28 June 2010 commencing at 7.00 P.M.

23. Public Bodies (admission to Meetings) Act, 1960.

To consider and if deemed necessary, pass the following resolution in accordance with the provision of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960:

“That the Press and Public be excluded from this meeting during the discussion of any matters arising in connection with the remaining items in the Agenda, on the grounds that by reason of the confidential nature of the business to be transacted publicity would be prejudicial to the public interest.”

Part II – Private Session

24. Staff Matters.

Appendix B



ASH PARISH COUNCIL

PARISH NEWSLETTER SUB COMMITTEE



Minutes of the Meeting of the Parish Newsletter Sub Committee
Held at the Ash Centre, Ash Hill Road, Ash

on

Thursday 29th April 2010 commencing at 3.30 P.M.

Chairman	Cllr Marsha Moseley	✓
	Cllr Pat Scott	✓
	Cllr Laurence Armes	✓
	Carole Olive	A
Graham Bidwell		✓
	Stephanie Keenan	✓

✓	Present	A	Apologies for Absence	x	Not Present
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1. To accept Apologies for Absence (agenda item 1).

Apologies for absence were received from Carole Olive.

2. To receive Declarations of Interest (agenda item 2).

There were no declarations of interest to report.

3. To confirm the minutes of the previous meeting (agenda item 3).

The minutes of the meeting held on Thursday 11th March 2010 were confirmed and signed by the Chairman of the meeting.

4. Newsletter Sponsorship (agenda item 4).

£900 has been promised from Co-operative Funeral Services for sponsorship of this edition.

5. To agree distribution date for the third issue for 2010 (agenda item 5).

The final date for distribution is week commencing 26 July 2010,

6. To agree articles and layout of the third issue for 2010 (agenda item 6).

Chairman's Report	Marsha
Home composting from SCC	Graham
Abbeywood Care Home	Graham
Home Start	Marsha
Dog Fouling (to be incorporated into chairman's report)	Marsha
Ash Civic Service	Marsha
Opening of Victoria Hall Extension	Marsha
Lakeside Park Play	Laurence
Back Page	Graham
Fun Day	Graham
New MP	Marsha
Back up Article – Victoria Hall clock	Pat/Graham

7. Date of Next Meeting (*agenda item 7*).

The date of the next meeting is Thursday 3rd June 2010 commencing at 3.30 P.M.

The meeting concluded at 3.55 P.M.

Chairman _____

Date _____