

ASH PARISH COUNCIL

Carole Olive
Clerk of the Council

Council Offices
Ash Hill Road
Ash, Surrey
GU12 5DP

Tel: 01252 328287
Fax: 01252 319338
E-mail: office@ashpcsurrey.gov.uk
Website: www.ashpcsurrey.gov.uk

20 April 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 26 April 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 22 March 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 2009/2010.**

Members to consider and agree the Councils accounts and budgetary review as at 31 March 2010 (Month 12). Accounts to follow under separate cover due to end of year shutdown.

6. Bank Reconciliation.

Members to consider and agree bank reconciliations as at month ending 31 March 2010 (Month 12).

7. Christmas Fantasia 2009.

Item deferred from Finance & Administration meeting held on 22 March 2010 minute no.153.

Members to consider any further suggestions for the monies raised at Christmas Fantasia 2009. (£800 to be divided between two local charities).

8. St John Ambulance.

Item deferred from Finance & Administration meeting held on 22 March 2010 minute no.154.

Members to consider further information received from St John Ambulance with regard to the request for financial assistance for signage.

9. Girlguiding UK.

Members to consider a request from the 2nd Ash Vale Guides for a donation for contributions towards the Centenary of guiding.

10. Victim Support.

Members to consider a request from Victim Support for a donation for a grant towards their work.

11. Wicksteed Playground Inspections 2010.

Members to consider the reports following the playground inspections carried out by Wicksteed Ltd on 6 April 2010 and their recommendations therein:

Ash Recreation Ground	£ 15.50
Labour	£ 60.00
Carrington Recreation Ground	£ 540.90
Labour	£ 200.00
Shawfield Recreation Ground	£ 179.00
Labour	£ 120.00
Total Parts	£ 735.40
Total Labour	£ 380.00
Total	£1115.40

12. Christmas Motifs.

Item deferred from Finance & Administration 22 March 2010 minute no.160.

Members to consider the quote received from Festive Lighting for the preferred motifs. Details to be available at the meeting.

13. Internal Audit Report 2009/2010 (Interim Update).

Members to consider the Internal Audit Report Interim 2009/2010 and the responses to the issue arising.

14. RBS Software.

Members to consider:

- a) A report from Graham Bidwell regarding the re-introduction of the RBS Facilities Booking Management Software and the Allotment Management Software at a cost of:

Facilities Booking Management Software	£239.00 + VAT
--	---------------

Allotment Management Software	£ 99.00 + VAT
-------------------------------	---------------

- b) Second visit from RBS Software to cover earmarked reserve transfer training and a demonstration of the above two packages.

15. Ash in Bloom.

Members to consider and note the minutes of the Ash in Bloom meeting held on Wednesday 14 April 2010 as at Appendix A.

16. Correspondence.**17. Next Meeting.**

The date of the next meeting is Monday 24 May 2010 commencing at 7.00 P.M.

ASH PARISH COUNCIL

ASH IN BLOOM SUB COMMITTEE

Minutes of the Meeting of the Ash in Bloom Sub Committee
 Held at the Ash Centre, Ash Hill Road, Ash
 on
 Wednesday 14 April 2010 commencing at 3.45 P.M.

Attendees:	Cllr Nigel Manning	✓
	Cllr Douglas Richards	✓
	Carole Olive	A
	Mark Collings	✓
	Graham Bidwell	✓
	Hazel Chant – Ash Gardening Club	x
<hr/>		
✓ Present	A Apologies for Absence	x Not Present

1. To accept Apologies for Absence (agenda item 1)

There were apologies from Carole Olive. Hazel Chant did not attend the meeting.

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

There were no declarations of interest to report.

3. Sponsorship for Ash in Bloom (agenda item 3)

It was agreed that a standard form of letter re sponsorship, signed by Nigel, was to be sent to selected businesses in the Parish with a view to requesting sponsorship.

The newly opened Co-operative Funeral Directors are looking at various openings for sponsorship in the area and it was suggested that they may like to consider sponsoring the flower beds outside the Happy Garden and Bridges Estate Agents. An appointment has been arranged for next week with the Sector Manager to discuss various sponsorship options.

Mark will approach Littlebrook Fuchsias in Ash Green with a possible view of obtaining sponsorship.

4. Publicity/Entry Form (agenda item 4)

A double page spread including an application will appear in the second edition of the Parish News to be delivered during the last week of April.

Posters and Web pages, which include an application form, will be available once the Newsletter has been delivered.

5. Judging (agenda item 5)

Judging was deferred until the next meeting due to the absence of Hazel.

6. Community Participation

Since the last Committee meeting Mark has had a further meeting with Hazel and the following Community activities were agreed:

- i) The Ash Garden Club is to produce plants suitable for planting by local Girl Guides in the raised flower beds outside the Happy Garden Restaurant and Bridges Estate Agent.
- ii) In conjunction with the local Brownies Hazel has overseen a project where a local weather vane has been installed in a floral display in Mytchett for a specific anniversary. When the anniversary celebration has finished this display will be made available to Ash In Bloom. This will be before Judging for South and South East in Bloom takes place.
- iii) The Gardening Club will be planting hanging baskets at the Victoria Hall.

A new auto watering system has been installed at Victoria Hall.

The Victoria Hall committee has asked whether the Ash PC Groundstaff would be able to assist in the installation of raised flower beds at the rear of the car park. This has now taken place.

Ash Grange Childrens Centre are to install a "green roof" on their playground shed following the receipt of a grant from Councillor Marsha Moseley,

Mark will speak to Hazel to see if she can get a group of volunteers to tidy up the John Ades Memorial Garden.

7. Presentation Evening (*agenda item 7*)

The Presentation Evening will take place on Thursday 16th September 2010 at the Ash Centre.

Guildford Borough Mayor Cllr Marsha Moseley has been invited, (and this has been accepted), to the evening and will be presenting the awards.

The Prize winners of the Fun Day Competitions will also receive their certificates during the evening.

Stand up display boards will be set up around the hall and will display photos of the entries.

If a PC projector can be obtained (borrowed hopefully through a Hazel contact) a power point show will be displayed throughout the evening showing the category winners and their entries.

8. Guildford in Bloom 2010 (*agenda item 8*)

It was agreed that Ash Parish would enter Guildford in Bloom. This year Guildford in Bloom are requesting each entry to provide three areas, buildings or projects to be judged specifically. The committee agreed to put forward The Parish Roundabouts, Ash Meadows and the raised flower beds outside the Happy Garden and Bridges.

A request will be made to the Community Safety Wardens to ascertain if they could assist with finding volunteers to help with various community tidy up projects like for example a tidy up and, (with the agreement of The Dover Garage) and possible painting of floral designs on the boarded up windows of the Dover Arms Pub.

9. Any Other Business (*agenda item 9*)

The South and South East in Bloom Portfolio must be with the judges by 19th June and work will begin on putting this together, with (providing they fall within the guidelines) as many pictures as is possible.

10. Date of Next Meeting (*agenda item 10*)

The date of the next meeting is to be arranged for the last week of May 2010 depending on Nigel's availability. Committee Members will be informed of the date as soon as possible

The meeting concluded at 17.00 P.M.

Chairman _____

Date _____