

ASH PARISH COUNCIL

Minutes of the Annual Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 16 May 2011 which commenced at 7.00 P.M.

Chairman of the Council:	Cllr Nigel Manning	✓
Vice Chairman	Cllr Mrs Marsha Moseley	✓
	Cllr Laurence Armes	A
	Cllr Bob Bonilla	A
	Cllr Bill Cole	✓
	Cllr Mrs Ann Graham	✓
	Cllr Mrs Jayne Hewlett	A
	Cllr Mrs Annie Norgrove	✓
	Cllr Mrs Jo Randall	A
	Cllr Doug Richards	✓
	Cllr Mrs Pat Scott	A
	Cllr P Spooner	✓

✓ Present

x Not Present

A Apology for Absence

The meeting opened with prayers

The Clerk of the Council confirmed that all Councillors had completed and signed the Declaration of Acceptance of Office with the exception of Cllr Laurence Armes. All twelve Councillors have agreed to receive delivery of agendas by electronic mail

1. To elect the Chairman of the Council for the ensuing year (*agenda item 1*)

On the nomination of Cllr Doug Richards, seconded by Cllr Paul Spooner and there being no other nominations, **Cllr Nigel Manning** was elected to serve as **Chairman of the Council** for the ensuing year.

2. To receive the Chairman's Declaration of Office (*agenda item 2*)

In accordance with the statutory requirement, Cllr Nigel Manning took the Oath of Office and signed the Declaration of Acceptance of Office as Chairman of the Council for the ensuing year.

3. To receive Apologies for Absence (*agenda item 3*)

Apologies for absence were received from Cllr Laurence Armes, Cllr Bob Bonilla, Cllr Mrs Jayne Hewlett, Cllr Jo Randall and Cllr Mrs Pat Scott.

4. To receive Declarations of Interest (*agenda item 4*)

The Local Code of Conduct – Disclosure of Interests for Committee Meetings held during April 2011 as indicated at Agenda Appendix A were noted. There were no disclosures of interest declared for this meeting.

5. To elect the Vice–Chairman of the Council for the ensuing year (agenda item 5)

On the nomination of Cllr Nigel Manning, seconded by Cllr Mrs Ann Graham and there being no other nominations, **Cllr Mrs Marsha Moseley** was elected to serve as **Vice-Chairman of the Council** for the ensuing year.

6. To elect Councillors and to serve upon the following Committees: (agenda item 6)

List of nominees put forward for the three committees were read out by the Chairman of the Council and it was:

Resolved upon consideration that members be elected to serve on the council committees as below:

Amenities Committee:

Cllr Bob Bonilla
Cllr Mrs Ann Graham
Cllr Nigel Manning
Cllr Mrs Annie Norgrove
Cllr Doug Richards
Cllr Paul Spooner

Substitutes:

Cllr Mrs Marsha Moseley
Cllr Bill Cole

Planning Committee:

Cllr Laurence Armes
Cllr Bill Cole
Cllr Mrs Jayne Hewlett
Cllr Nigel Manning
Cllr Mrs Marsha Moseley
Cllr Jo Randall

Substitutes:

Cllr Mrs Pat Scott
Cllr Mrs Ann Graham

Finance and Administration Committee:

Cllr Laurence Armes
Cllr Mrs Jayne Hewlett
Cllr Nigel Manning
Cllr Mrs Jo Randall
Cllr Mrs Pat Scott
Cllr Paul Spooner

Substitutes:

Cllr Bob Bonilla
Cllr Mrs Annie Norgrove

7. To elect Chairman and Vice-Chairman of the following committees: (agenda item 7)

Resolved upon consideration that owing to Councillor absences the election of Chairman and Vice-Chairman for each committee be deferred to the first meeting of each committee following the Annual Meeting of the Council.

8. To nominate Members of the Council or a representative to serve as the Councils representative on the following bodies: (agenda item 8)

Council members were elected to serve as the Councils representative(s) on the following Charities/Organisations as shown:

Body	Representative(s)
The Charity of Henry Smith and Others	Cllr Nigel Manning
Citizens Advice Bureau Management Committee	Cllr Mrs Pat Scott
Farnborough Aerodrome Consultative Panel	Cllr Laurence Armes
Surrey County Association of Parish and Town Councils	Cllr Nigel Manning
	Cllr Paul Spooner
Victoria Hall Management Committee	Cllr Doug Richards
Ash and District Local History Museum Society	Cllr Mrs Marsha Moseley

It was resolved that as West Area Passenger Transport Forum had not contacted the nominated Parish representatives during the year 2010/2011 to notify them of any meetings, Cllr Mrs Annie Norgrove and Cllr Mrs Jayne Hewlett continue to represent parishioners with Network Rail and advise any relevant information when appropriate.

9. To consider the payment of Annual Subscriptions: (agenda item 9)

In accordance with Standing Order No.2.k.xiii The list of Annual Subscriptions as shown below were received:

ICCM/Confederation of Burial Authorities	£ 90.00
Local Council Review	£ 15.50
NALC	£ 691.24
Society of Local Council Clerks	£ 212.00
South East Employers	£ 185.00
Surrey County Association of Parish and Town Councils	£ 1764.65
Local Government Employers	£ 399.99
TOTAL	£ 3358.38

and it was:

Resolved upon consideration that the payments of Annual Subscriptions as listed be made.

10. Confirmation of the Minutes (agenda item 10)

The minutes of the Meeting of the Parish Council held on Monday 11 April 2011, copies of which have been circulated to members, were confirmed as a true record and signed by the Chairman of the Council.

11. Chairman's Announcements (agenda item 11)

The Chairman gave the following announcements:

- The Chairman welcomed all returning Councillors and also welcomed Cllr Bill Cole and Cllr Paul Spooner to Ash Parish Council
- Shawfield Road – Rose Cottages – fences are the responsibility of the resident/tenant to maintain.

- Urgent investigative works on the River Wey opposite the boat house and weir will be carried out on Tuesday, 17 May 2011. The towpath will be closed. Signs will be displayed and temporary diversions made.
- Elections – details of election results have been published and will be put on Parish noticeboards and in the next edition of the Parish Newsletter.

12. Adjournment (*agenda item 12*)

a) Police Report

At this point in the proceedings it was moved by the Chairman of the Council, duly seconded and:

Resolved: That the meeting be adjourned for a maximum period of ten minutes to receive a report from Surrey Police and to allow for any questions arising.

There was no Police representative in attendance.

b) Public Adjournment

At this point in the proceedings it was moved by the Chairman of the Council, duly seconded and:

Resolved: That the meeting be adjourned for a maximum period of twenty five minutes to enable a public question period to be held (as at Minute Appendix A)

13. Reports of Committees (*agenda item 13*)

It was resolved that the reports of the following committees, copies of which have already been circulated to all members of the council, be approved and that the recommendations therein adopted:

Planning	11 April 2011	Minute Number	153 to 159
Amenities	18 April 2011	Minute Number	87 to 95
Planning	26 April 2011	Minute Number	160 to 166
Finance and Administration	26 April 2011	Minute Number	165 to 175

14. Grants of Cemetery Rights (*agenda item 14*)

Authority was given for the issue of Grants of Exclusive Rights in respect of Burial as at Appendix B.

15. Monthly Financial Statement (*agenda item 15*)

A summary of the monthly Financial Statement giving details of payments for April 2011 (Agenda Appendix C), was presented to the Council by the Chairman of the Finance and Administration Committee and authorised.

16. Correspondence (*agenda item 16*)

1. A letter had been received from the "Welcome Club" thanking the Parish Council for the £200 donation made from the Christmas Fantasia fund.

1. Correspondence from Guildford Borough Council – Legal and Democratic Services – asking for names to be put forward for the Parish Council Representation on Borough Council Standards and Audit Committee. Document to be e:mailed to all Councillors.

17. Next Meeting (*agenda item 17*)

Date of next meeting of the Parish Council is on Monday 13 June 2011 commencing at 7.00 P.M.

The meeting closed at 7.40 PM

Chairman: _____

Date: _____

Agenda Appendix A

ASH PARISH COUNCIL

LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS – April 2011

Members are requested to disclose, in accordance with the Local Code of Conduct, both the existence and nature of any “personal” or “prejudicial” interests they may have in relation to matters for consideration on this Agenda.

DATE OF MEETING	MEMBER	MINUTE REF & PAGE NO.	TYPE AND NATURE OF INTEREST
PLANNING 11 April 2011	No declarations received		
AMENITIES 18 April 2011	No declarations received		
PLANNING 26 April 2011	No declarations received		
FINANCE and ADMINISTRATION 26 April 2011	No declarations received		

Agenda Appendix B

ASH PARISH COUNCIL
GRANTS OF CEMETERY RIGHTS

Exclusive Rights in respect of Burial

Deed No.	Deed Applicant	Deed Applicant Address	Grave Space
1511	Mrs S Lingwood	Faircroft Horseshoe Lane Ash Vale Surrey GU12 5LL	Columbaria Vault No: 26
1512	Mrs D G Barnett	6 Willow Park Off Shawfield Road Ash Surrey GU12 6RD	K357

APPENDIX C

ACCOUNTS RECEIVED APRIL 2011Payments May 2011

<u>Cheq No.</u>	<u>Payee</u>	<u>Service</u>	<u>Net</u>	<u>V.A.T</u>	<u>Total</u>
0092	M Pybus	Deposit refund	50.00	0.00	50.00
0093	Rushmoor Netball club	Deposit refund	200.00	0.00	200.00
0094	CANX	CANX	0.00	0.00	0.00
0095	Staff	Salary	1,000.11	0.00	1,000.11
0096	Staff	Salary	1,054.16	0.00	1,054.16
0097	Ms Akhtar	Deposit refund	200.00	0.00	200.00
0098	G Lane	Deposit refund	50.00	0.00	50.00
0099	Almerstone Ltd (DRF)	Maintenance/Repairs - Ash Centre	598.50	119.70	718.20
0100	BT plc	Emergency Phone Line	5.50	1.10	6.60
0101	Neil Curtis	Grave Digging	185.00	0.00	185.00
0102	Dyno Rod	Drainage Problems - Ash Rec PTS	80.00	16.00	96.00
0103	Earthing Equipment Supplies	Victoria Hall Lightning Protection	145.00	29.00	174.00
0104	Emo Oil	Diesel Oil	411.27	82.25	493.52
0105	Epsilon Lighting	Maintenance/Repairs - Street Lighting	1,841.26	368.25	2,209.51
0106	GLS Educational Supplies	Stationery/Cleaning Materials	154.19	30.84	185.03
0107	Guildford Borough Council	Electricity Card Sales	475.00	0.00	475.00
0108	Toby Hopkins	Tree Surgery - Priority One	3,398.00	679.60	4,077.60
0109	ICCM	Annual Subscription	90.00	0.00	90.00
0110	Imprint Colour Ltd	Newsletter Printing	1,099.00	0.00	1,099.00
0111	Kebur Garden Materials	Grounds Maintenance - Various Sites	289.18	57.84	347.02
0112	Key Cleaning Services	Ash Centre Cleaning	394.30	78.86	473.16
0113	Local Government Employers	Shortfall Payment	0.67	0.13	0.80
0114	Magic Signs	Danger Sign - Murrells Pond	10.00	0.00	10.00
0115	Newells Estate Management	Tree Surgery - Murrells Pond	750.00	150.00	900.00
0116	Carole Olive	Catering - Mayors Visit	51.81	0.00	51.81
0117	Spatial Tech (UK) Ltd	Parish On Line Subscription	180.00	36.00	216.00
0118	Misa Associates	Petty Cash	90.63	12.64	103.27
0119	Misa Associates	Postage Stamp Purchase	27.35	0.00	27.35
0120	South East Employers	Annual Subscription	185.00	37.00	222.00
0121	Southern Electric	Electric Supply - Carrington PTS	12.68	0.63	13.31
0122	Tilthams Garage	Petrol/Oil	123.78	24.75	148.53
0123	Thrower Signs	Victoria Hall Clock Face Refurbishment	498.00	99.60	597.60
0124	Treasured Memories	Temporary Memorial	32.60	6.52	39.12
0125	Trinity Mirror Southern	Recruitment Advertisement	310.00	62.00	372.00
0126	Vectra Construction	Victoria Hall Repairs/Refurbishment	10,820.75	2,164.15	12,984.90
0127	R Fryer	Deposit refund	200.00	0.00	200.00
DD	Plusnet plc	Internet Provider	25.53	5.11	30.64
DD	Royal Bank of Scotland	Bank Charges to Close of Account	36.15	0.00	36.15
0128	HMRC	PAYE/NIC	3,198.09	0.00	3,198.09
0129	The Surrey Pension Fund	Pensions - April 2011	2,893.24	0.00	2,893.24
BACS	Staff	Salaries - April 2011	9,237.96	0.00	9,237.96

TOTAL 40,404.71 4,061.97 44,466.68

Signature of Certification 

Chairman of Finance & Administration 

Chairman of the Council 

Date: 16 May 2011

Minute Appendix A

DURING THE PUBLIC ADJOURNMENT THE FOLLOWING POINTS WERE RAISED

- It was suggested that a “thank you” letter could be sent to Mick Cooper who clears up rubbish around the village on a regular basis. It was suggested that his name be put forward for a community award.
- Foreman Road has been re-surfaced but a question was raised as to whether there were other roads in the village in greater need. Cllr Doug Richards explained the County’s scoring system for “skid resistance.”
- Wharf Road – road breaking up. This has been reported.
- Concerns raised over roads not being repaired properly. Residents were encouraged to report potholes electronically as electronic submissions get dealt with more quickly. A reminder will be put on the Parish website and in the next edition of the Parish Newsletter.
- Grange Farm Road – outside No. 27 the road has collapsed and earth is exposed - Parish Office to report.
- Shawfield Road – flashing speed light is not working – Parish Office to report.
- Murrells Road public footpath leading to Ash Grange School needs attention – very overgrown. Parish Office to investigate.