

ASH PARISH COUNCIL

Minutes of the Meeting of the Amenities, Finance and Administration Committee held in the Ash Centre, Ash Hill Road, Ash on Monday 26 February 2018 which commenced at 7:00pm following the close of the Planning Committee meeting

Chairman:	Cllr Paul Spooner	✓
Vice Chairman:	Cllr Laurence Armes	A
	Cllr Martin Burgess	✓
	Cllr Bill Cole	✓
	Cllr Andrew Gomm	✓
	Cllr Nigel Manning	✓
	Cllr Mrs Pat Scott	✓

Substitutes:	Cllr Mrs Jayne Hewlett	
	Cllr Nigel Kears	
	Cllr Marsha Moseley	
	Cllr Jo Randall	
	Cllr John Tonks	✓

✓ Present x Not Present A Apology for Absence

Part I – Public Session

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

Apologies for absence were received from Cllr Laurence Armes.
Cllr John Tonks attended the meeting as a substitute.

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

Cllr Paul Spooner declared a personal interest in respect of agenda item 10 Carrington Recreation Ground – Mytchett Athletic FC, as he is the secretary of the club.

Cllr Mrs Pat Scott declared a personal interest in respect of agenda item 9 Carrington Recreation Ground – 1st Ash Vale Scout Group as she is an active member of the Scout Association.

140. Confirmation of the Minutes (agenda item 3).

To confirm the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 22 January 2018. These minutes have been before the full Council by which they were duly approved and adopted. The minutes were signed by the Chairman of the Committee, Cllr Paul Spooner.

141. Adjournment (*agenda item 4*).

The Chairman moved and it was agreed to adjourn the meeting for a maximum period of 10 minutes to allow members of the public to raise questions.

There were no members of the public present.

142. Monthly Accounts 2018 (*agenda item 5*).

Members considered and agreed the Council's accounts and budgetary review as at 31 January 2018 (month 10).

143. Bank Reconciliation (*agenda item 6*).

Members considered and agreed bank reconciliations as at 31 January 2018 (month 10).

144. 2018 Price Review (*agenda item 7*).

Members considered the 2018 price review for hire fees at the Ash Centre, fees for Ash Cemetery and the Scale of Charges. Charges to be applied from 1 April 2018 and it was:

Recommended upon consideration that the suggested price increase be implemented from 1 April 2018 with the exception of regular booking fees which would not be subject to an increase for the forthcoming financial year.

145. Grants of Cemetery Rights (*agenda item 8*).

Authorisation was given for the issue of Grants of Exclusive Rights in respect of Burials as at Appendix A

146. Carrington Recreation Ground – 1st Ash Vale Scout Group (*agenda item 9*).

Members considered a letter received from 1st Ash Vale Scout Group regarding the possible purchase of land at Carrington Recreation Ground for building a new Headquarters and it was:

Recommended upon consideration that the Committee were minded to look at the request positively and that a Working Group be formed to deal with the matter. Cllr Martin Burgess expressed an interest in being part of the Working Group.

The Clerk to the Council will email all other Councillors in this respect. Due to her involvement in the Scout Association Cllr Mrs Pat Scott will not sit on this Working Group.

147. Carrington Recreation Ground – Mytchett Athletic FC (*agenda item 10*).

Members considered correspondence from Mytchett Athletic FC registering an interest in Carrington Lane for the development of a community facility with a sports hub as a permanent home for their Community Club and it was:

Recommended upon consideration that, due to Carrington Recreation ground being a land fill site and therefore the ground was very uneven, it was not a suitable venue for a large scale sports hub.

Cllr Bill Cole suggested Mytchett Athletic FC be advised to contact Guildford Borough Council with a view to using Rowan Fields for such a project.

148. Ash Parish Council – Safeguarding Policy (agenda item 11).

Members considered a draft Safeguarding Policy and it was:

Recommended upon consideration that the Safeguarding Policy be agreed.

149. Ash Parish Council – Parish Office Multifunctional Device (agenda item 12).

Members to considered a report from Graham Bidwell regarding the Toshiba Photocopier, Scanner and Printer currently in use in the Parish Office, and the option to upgrade the multifunctional device and it was:

Recommended upon consideration that this matter be deferred to the Amenities Finance and Administration Committee to be held on 26 March 2018 to enable the full report to be considered along with Graham Bidwell's recommendation of a replacement Multifunctional Device.

150. Guildford Borough Council – Draft Charity Collection Policy Consultation (agenda item 13).

Members considered Guildford Borough Council's Draft Charity Collection Policy Consultation. Consultation closes 22 April 2018 and it was:

Recommended upon consideration that as Cllr Bill Cole had reviewed the consultation and had no issues with any of the proposals, Guildford Borough Council be advised that Ash Parish Council had no observations to make.

151. General Data Protection Regulations (GDPR) (agenda item 14)

a) Members to consider a report from the Clerk to the Council following attendance at a GDPR training course arranged by SALC on 6 February 2018. Cllr Andrew Gomm also attended this course.

Members noted that Cllr John Tonks, Cllr Jo Randall, Carole Olive and Graham Bidwell will be attending a GDPR training course arranged by Guildford Borough Council for Parish Councils on 13 March 2018.

Item noted

b) Members noted that the upgrade to Office 365 has been agreed by Cllr Paul Spooner, Cllr Laurence Armes and Cllr Nigel Manning (AFA Minute No 106 – 27.11.2017), at an annual fee of £1,521.60 + VAT for 6 users. The security offered by this system will help towards compliance with the GDPR. However, following the course on 6 February 2018 members should note that all Parish Councillors should have an @ashpcsurrey.gov.uk email address to ensure compliance with the GDPR.

Item noted

c) Members considered appointing an independent Data Protection Officer (DPO) for Ash Parish Council and it was:

Recommended upon consideration that a Working Group be formed to compile the necessary policies and procedures by 25 May 2018 to ensure compliance with the GDPR, and that the appointment of a Data Protection Officer be further investigated.

Cllr Andrew Gomm agreed to join the Working Group. The Clerk to the Council will email all other Councillors in this respect.

152. Events Working Group (agenda item 15).

Members noted the minutes of the Events Working Group meeting held on 17 January 2018, and the confirmed dates for 2018 Events:

Village Fete – 14 July 2018

Christmas Fantasia – 1 December 2018

Item noted.

153. Correspondence (agenda item 14).

Correspondence had been received from:

Ash Community Street Team thanking Ash Parish Council for the donation of £100.00 from funds raised at Christmas Fantasia 2017

The Ash Vale Chapel Project thanking Ash Parish Council for the donation of £502.84 from the funds raised at Christmas Fantasia 2017.

The landlord of the Lion Brewery had advised that the 50% of the funds raised at the 2018 Music Festival will be donated to the Phyllis Tuckwell Hospice, with the remaining 50% being donated to a local charity or local charities. Ash Parish Council have been asked for any nominations of local charities for consideration. The Clerk to the Council will email all Councillors for their nominations.

154. Date of next meeting (agenda item 15).

The date of the next meeting is Monday 26 March 2018 commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

The meeting closed at 7:35pm

Chairman: _____

Date: _____

Agenda Appendix A

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

Deed No.	Deed Applicant	Deed Applicant Address	Grave Space
1602	Danielle Jane Pullen	35 Ewins Close Ash Surrey GU12 6RZ	P 23
1603	Stephen Patrick Barnett	10 Farm Walk Ash Green Surrey GU12 6HX	H 438

ASH PARISH COUNCIL**Minutes of the Events Working Group
held on Wednesday 17 January 2018 at the Ash Centre
commencing at 3.00pm**

Present:	Cllr John Tonks	✓
	Cllr Nigel Manning	✓
	Cllr Mrs Marsha Moseley	✓
	Cllr Mrs Pat Scott	✓
	Carole Olive	✓
	Graham Bidwell	A
	Richard Tolley	✓
	Jo Packman	✓

1. Apologies for Absence (*agenda item 1*)

Apologies for absence were received from Graham Bidwell.

2. Receive Declarations of Interest (*agenda item 2*)

There were no declarations of interest to report.

3. Confirmation of Minutes (*agenda item 3*)

The minutes of the Events Working Group Meeting held on Wednesday 22 November 2017 were confirmed and signed by Cllr John Tonks.

4. Fantasia 2017 (*agenda item 4*)

In general it was agreed that Fantasia 2017 had been successful although there had been a lower public attendance than in previous years.

The new sound system had been successful and the band could be heard.

Comments had been received asking if Father Christmas could slow down his progress to the tree and engage more with the public.

Due to the large numbers attending a second St John Ambulance team will be booked purely for the Wharf during the road closure period (16:00 to 18:00).

The Rotary Club BBQ had not been successful and they have indicated they would not wish to attend Fantasia 2018. A thank you letter will be sent for Fantasia 2017 attendance and enquiring about attendance at the village fete.

Queries will be made as to whether the Scouts could run a hot chestnut stall in 2018.

Jo Packman advised that coning off the lane by the bus-stop had considerably improved safety.

5. 2018 Events (agenda item 5)**i) Village Fete**

The date of the Village Fete, as agreed at the Events Working Group meeting on 20 July 2017, will be 14 July 2018.

The date should have been circulated to schools and churches. Carole Olive will check that Graham Bidwell has done this.

The proposed Dog Show is to be confirmed with Chimney Farm.

Cllr Mrs Pat Scott will contact the gentleman who runs the plate smashing stall to enquire whether he can attend.

The attendance of Eagle Radio during the day will not be booked for 2018. Cllr Nigel Manning will discuss publicising the event during the week commencing 9 July 2018 with Peter Gordon.

Radio Frimley Park to be booked.

Richard Tolley will ascertain whether the Ash and Blackwater Rotary Club will be able to man the beer tent.

The Hogs Back Brewery will be contacted for sponsorship/sale or return.

When the stall letters are issued, it is to be suggested that Reverend Neil Lambert makes a charge for his pancakes as giving them away for free is having an adverse effect on other stall holders.

The Flower, Vegetable, Craft and Baking Show will continue as part of the Village Fete

ii) Remembrance Sunday

Consideration will be given to a special service to commemorate the Centenary of the end of the First World War, especially as Remembrance Sunday falls on Armistice Day, 11 November 2018.

A CCTV socket has been installed on the lamp column directly outside the War Memorial Garden.

The order of one Silent Soldier has been received from the Royal British Legion. Consideration to be given to where the soldiers will be positioned before ordering more.

Cllr Mrs Pat Scott advised that the Parade Marshall had asked for Len Scott to be his second in command for the parade, and will send an email to the members of the Working Group explaining the reasons for this request.

Positioning of organisations at the War Memorial Garden has been revised.

iii) Fantasia 2018

The date for Christmas Fantasia was agreed as Saturday 1 December 2018.

iv) Ash in Bloom 2018

The Ash in Bloom competition for 2018 will be considered at the next meeting of the Working Group.

Graham Bidwell to produce a breakdown of entries to enable the Working Group to consider the viability of the competition.

v) Other Events 2018

Cllr Nigel Manning suggested holding fund raising events to enable plaques to those residents of Ash who had lost their lives in the two world wars to be placed at the Lochanagar Crater. The crater was created by a mine on the first day of the Battle of the Somme and has been preserved as a memorial.

Suggestions were made of a quiz and a treasure hunt to raise funds.

Members were asked to consider further fund raising ideas to be discussed at the next meeting of the Working Group.

Richard Tolley queried whether any thought has been given to a Band Concert during 2018?

The availability of the Friary Guildford Brass Band in October, November and December 2018 is to be investigated together with the cost. Information to be forwarded to members of the Working Group for consideration,

6. Date of Next Meeting (agenda item 6)

The date of the next meeting is on Wednesday 21 February 2018 at 3:00pm.

The meeting closed at 3:50pm

Signed

Date