

74. Monthly Accounts 2017/18 (*agenda item 5*).

Members considered and agreed the Council's accounts and budgetary review as at 30 September 2017 (month 6).

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

Members considered and agreed the bank reconciliations as at 30 September 2017 (month 6)

76. CCLA - The Local Authorities Property Fund (*agenda item 7*).

Members considered and agreed the quarterly report to 30 September 2017.

77. Budget 2018/2019 (*agenda item 8*).

Members considered the first draft of the budget 2018/2019 and it was:

Recommended that any queries or suggestions regarding the Budget 2018/2019 be forwarded to the Chairman of the Council and the Clerk to the Council. Further drafts will be considered at the meetings of the full Council in November and December 2017 and the meeting of the Amenities, Finance and Administration Committee in November 2017.

78. Surrey County Council – Revised Pension Administration Strategy Consultation (*agenda item 9*).

Members considered the Surrey County Council Revised Pension Administration Strategy Consultation. Any observations or comments to be submitted to Surrey County Council on Tuesday 24 October 2017. The Clerk to the Council advised that an email had been received from Surrey County Council extending the consultation date to 30 November 2017 and it was:

Recommended upon consideration that this item be included on the Amenities, Finance and Administration Committee agenda for 27 November 2017 to enable any comments to be forwarded to Surrey County Council by 30 November 2017.

79. Grants of Cemetery Rights (*agenda item 10*).

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

80. Shawfield Road Allotments (*agenda item 11*).

Members considered a request for the erection of a greenhouse on plot 61 Shawfield Allotments and it was:

Recommended upon consideration that as the greenhouse complied with the terms and conditions of the Allotment Tenancy Agreement, the erection of a greenhouse on plot 61 Shawfield Allotments be agreed.

81. Ash Matters (agenda item 12).

Members considered reducing the number of issues of the Parish Newsletter 'Ash Matters' from four issues per year to two issues per year and it was:

Recommended upon consideration that the reduction in the number of editions of the Parish Newsletter 'Ash Matters' from four issues per year to two issues per year be agreed.

82. Parish Website (agenda item 13)

Members considered upgrading and re-designing the Ash Parish Council website and it was:

Recommended upon consideration that information and costs be obtained for the upgrade and re-design of the Ash Parish Council Website. The new website should allow all office staff to access and update information as required and should contain a daily news feed for resident's information.

83. General Data Protection Regulations (agenda item 14).

Members noted further information received in respect of the General Data Protection Regulations that come into effect on 25 May 2018 and it was:

Recommended upon consideration that this item be noted.

This item will be included on future Amenities, Finance and Administration agendas as further advice, amendments and information is received.

84. Software and Server Upgrades (agenda item 15)

Members considered a report from Graham Bidwell regarding a Microsoft Windows upgrade and it was:

Recommended upon consideration that the upgrade from Microsoft Office Professional 2010 to Office 365 be agreed in principle. Clarification of the two different packages contained in the report to be sought and notified to members.

85. Playground Inspection Policy (agenda item 16)

Members considered the Playground Inspection Policy and it was:

Recommended upon consideration that the Playground Inspection Policy be agreed.

86. Events Working Group (agenda item 17)

Members noted the minutes of the Events Working Group meeting held on 19 September 2017 as at Appendix B.

Item noted

87. Newsletter Working Group Meeting (*agenda item 18*)

Members noted the minutes of the Newsletter Working Group meeting held on 26 September 2017 as at Appendix C

Item noted

88. Emergency Plan Working Group (*agenda item 19*)

Members noted the minutes of the Emergency Plan Working Group held on 28 September 2017 as at Appendix D

Item noted

89. Correspondence (*agenda item 20*)

There was no correspondence to note.

90. Date of next meeting (*agenda item 21*)

The date of the next meeting is Monday 27 November 2017 commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

The meeting closed at 7:25pm

Chairman: _____

Date: _____

Appendix A

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

Deed No.	Deed Applicant	Deed Applicant Address	Grave Space
1587	Salina Brazil	13 Parkers Court Bagshot Surrey GU19 5NR	K674

Appendix B

ASH PARISH COUNCIL

**Minutes of the Events Working Group
held on Tuesday 19th September 2017 at the Ash Centre
commencing at 3.00pm**

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

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

Apologies for absence had been received from Cllr Mrs Marsha Moseley, Cllr Mrs Pat Scott and Carole Olive.

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 Thursday 20 July 2017 were confirmed and signed by Cllr John Tonks.

4. Ash in Bloom Presentation Evening (*agenda item 4*)

Graham Bidwell advised that he had gone through the evening running order with Cllr John Tonks, who would be comparing the evening due to Cllr Nigel Manning being on Mayor duties at Guildford.

5. Remembrance Sunday Parade and Service 2017 (*agenda item 5*)

Graham Bidwell advised that we had been advised that the piper would not be able to attend this year due to a forthcoming knee operation. Graham advised that he had written to the piper and also to Wendy Brett of the North East Hampshire Area School Band for their thoughts on a replacement but nothing has been heard to date.

Jo Packman suggested that she contacted the Surrey Heath Veterans to see if they knew of a suitable replacement.

Graham Bidwell advised that subject to any last minute government changes that MP Michael Gove would be in attendance.

It was agreed that as the new sound system was main power operated that Carole Olive would write to Surrey County Council and ask for permission for a motif socket to be attached to the lamp column next to the War Memorial.

As a further option it was agreed that we write to the householder situated next to the War Memorial to obtain their permission to plug the system into their supply.

Graham Bidwell advised that the new Ash Manor Combined Cadet Force has been approached with a view to providing a Union Flag colour party. A response has not been received to date.

If the Combined Cadet Force do agree they will be asked if they can supply their own Union Flag, and if they did not possess one that the Council would consider purchasing a Union Flag.

6. Fantasia 2017 (agenda Item 6)

To assist with both the road closures and crowd control it was suggested that a further 6 road signs to be ordered. 3 signs to say "Road Closed Ahead" and 3 signs to say "Beware Pedestrians in Road" and that one of each sign to be placed on Ash Hill Road, Shawfield Road and Vale Road.

Graham Bidwell advised that Session music had suggested a more powerful snow machine at a cost of £395 (inc VAT) and that this was being investigated. Session music are also to be asked for details of a tripod to take the snow machine.

7. Date of Next Meeting (agenda item 7)

The date of the next meeting is on Tuesday 31 October 2017 at 3:00pm.

The meeting closed at 3:35pm

Signed

Date

Appendix C



ASH PARISH COUNCIL

PARISH NEWSLETTER WORKING GROUP



Minutes of the Meeting of the Parish Newsletter Working Group
held at the Ash Centre, Ash Hill Road, Ash
on
Tuesday 26 September 2017 commencing at 3.30pm

Chairman Cllr Marsha Moseley ✓
Cllr Laurence Armes ✓
Carole Olive ✓
Graham Bidwell ✓

✓	Present	A	Apologies for Absence	x	Not
Present					

1. Apologies for Absence (agenda item 1)

There were No Apologies for Absence.

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 Tuesday 22 August 2017 were confirmed and signed by Cllr Mrs Marsha Moseley.

4. To confirm the distribution date for the fourth issue of Ash Matters 2017 (agenda item 4)

It was agreed that the distribution date for the fourth issue of Ash Matters for 2017 will start week commencing Monday 16 October 2017. This will allow distribution to be completed before Remembrance Sunday.

5. To agree the articles the fourth issue of Ash Matters 2017 (agenda item 5)

A draft copy of the proposed newsletter was handed to working Group Members, with a request that any changes or amendments be forwarded to Graham Bidwell by early next week.

6. Date of Next Meeting (agenda item 6)

The date of the next meeting of the Newsletter Working Group was deferred to allow the future of the Parish Newsletter to be discussed at the next Amenities, Finance and Administration Meeting.

The meeting closed at 3:45pm

Signed

Appendix D

ASH PARISH COUNCIL

EMERGENCY PLAN WORKING GROUP

Minutes of the meeting held Wednesday 28 September 2017
at the Ash Centre Ash Hill Road Ash Surrey
commencing at 10:00am

Present:

Chairman:	Cllr Andrew Gomm	A
	Cllr Nigel Manning	✓
	Cllr Mrs Pat Scott	✓
	Carole Olive	✓

In the absence of Cllr Andrew Gomm, the meeting was chaired by Cllr Nigel Manning.

1. Apologies for Absence (agenda item 1)

Apologies for Absence were received from Cllr Andrew Gomm

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

There were no Declarations of Interest to report.

3. To approve the minutes of the Events Working Group Meeting held 12 July 2017 (agenda item 3)

The minutes of the meeting held on 12 July 2017 were agreed.

4. To consider the draft of the Emergency Plan and amend as necessary (agenda item 4)

It was suggested that Parish Councillors be listed as the contact name for each ward within the Emergency Plan.

Cllr Nigel Manning agreed to be the named contact for the Ash Vale ward.

Cllr Mrs Pat Scott agreed to be the named contact for Ash Wharf ward

Cllr Paul Spooner will be asked for his agreement to be named as the Rowan ward contact

Cllr Mrs Jo Randall will be asked for her agreement to be named as the contact for Ash South ward.

5. To consider the responses received following the Ash Matters article (agenda item 5)

Five responses have been received, including the Surrey 4 x 4 Response Service following the Ash Matters article asking for volunteers to assist in the event of the Emergency Plan needing to be put into operation.

Carole Olive will contact each volunteer for further details to be incorporated into a volunteer register.

6. To consider the final draft of letter and questionnaire forms regarding the use of facilities, and confirm the identified venues for the issue of the letter and form. (agenda item 6)

Minor amendments to the both the letter and the form were agreed.

Letters and forms will be issued to those venues identified in the draft plan.

It was agreed that the Parish office will arrange first aid training for those members of Parish staff not already trained, and offer the opportunity of attending the course to Parish Councillors.

7. Date of Next Meeting (agenda item 7)

It was agreed that the date of the next meeting would be Wednesday 1 November 2017, commencing at 10am.

The meeting closed at 10:35am

Signed

Date