

ASH PARISH COUNCIL

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22 November 2016

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

Chairman: Cllr Paul Spooner
Vice Chairman: Cllr Laurence Armes
Cllr Nigel Manning
Cllr Bill Cole
Cllr Mrs Jo Randall
Cllr Mrs Pat Scott

Substitutes: Cllr Martin Burgess
Cllr John Tonks

Councillors are hereby summoned and members of the public are invited and have the right to attend the Finance and Administration Committee meeting to be held at the Ash Centre, Ash Hill Road, Ash on Monday 28 November 2016 commencing at **7:00pm or following the close of the Planning Committee meeting, if this is later.**



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AGENDA

Photographing, recording and broadcasting or transmitting by social media of any kind, is now allowed during the proceedings of the public session of the Council meeting or its Committee's meetings, providing there is no disruption to Council meeting procedures in relation to this initiative. Any recording must cease if the Council resolves to move into confidential session as per the Public Bodies (Admission to Meetings) Act 1960. Recording equipment may not be left in the meeting room where the confidential session is being held.

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 24 October 2016. 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, in respect of the business on the agenda.
(Standing Order 3e)

5. Monthly Accounts 2016/17

Members to consider and agree the Council's accounts and budgetary review as at 31 October 2016 (month 7)

6. Bank Reconciliation.

Members to consider and agree bank reconciliations as at 31 October 2016 (month 7)

7. Independent Health and Safety Risk Assessment.

Member to consider the Independent Health and Safety Risk Assessment and the recommended action plan.

8. Ash Football Club.

Members to consider a letter received in respect of Ash Football Club.

9. Ash Meadows.

Members to consider a letter received from a resident in Willow Park regarding drainage into Ash Meadows.

10. Remembrance Sunday – NE Hants Youth Band.

Members to consider a donation to the NE Hants Youth Band for their assistance at the Remembrance Sunday Parade and Service.

11. Budget 2017/18

Members to consider the updated draft budget for 2017/18

12. Events Working Group.

Members to notes the minutes of Working Group Meeting held on 26 October 2016 as at Appendix A

13. Correspondence**14. Date of next meeting**

The date of the next meeting is Monday 23 January 2017 commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

Appendix A

ASH PARISH COUNCIL

**Minutes of the Events Working Group
held on Wednesday 26 October 2016 at the Ash Centre
commencing at 3.30pm**

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

Chairman of the Council Cllr Nigel Manning also attended the meeting.

1. To elect a new Events Working Group Chairman (*agenda item 1*)

On the nomination of Cllr Nigel Manning, seconded by Cllr Mrs Marsha Moseley and Cllr Mrs Patricia Scott and there being no other nominations, Cllr John Tonks was elected to serve as Chairman of the Working Group.

2. Apologies for Absence (*agenda item 2*)

Apologies for absence had been received from Richard Tolley.

3. Receive Declarations of Interest (*agenda item 3*)

There were no declarations of interest to report.

4. Confirmation of Minutes (*agenda item 4*)

The minutes of the Events Working Group Meeting held on Wednesday 31 August 2016 were confirmed and signed by Cllr John Tonks

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

A query was raised by Cllr John Tonks as to how long the wreaths laid during the Service of Remembrance should remain in place. It was agreed that this would be monitored on a regular basis.

That Abbey Wood Nursing Home to be advised that there will be an area set aside for wheelchairs.

Graham Bidwell advised;

That the North East Hampshire Area School Band, piper, parade marshal and the ladies from Churches Together (to provide the teas and coffee) have all confirmed their attendance;

Subject to any last minute official commitments Michael Gove MP will be attending;

It has been confirmed that there will be no police presence to assist with the road closure and that the Council ground staff will man the road blocks in pairs;

That the local community street team will assist with the marshalling of the Coronation Gardens car park.

That the head boy and head girl and the deputy head boy and head girl will read out the names of the fallen during the service and that they would each be given a Queen Elizabeth II 90th Birthday Commemorative Coin.

6. Fantasia 2016 (agenda item 8)

i) Donations Policy

Cllr Mrs Patricia Scott asked if the Council had an official donations policy. Cllr Nigel Manning advised that there was no laid down policy but that it had always been considered that donations would be made to local charities/non-profit making organisations that were active in the Parish.

It was agreed that an article would be put into the next edition of the Parish Newsletter, *Ash Matters*, welcoming requests for donations from local charities/non-profit making organisations.

Graham Bidwell advised that as far as can be ascertained there are only three charities booked into Christmas Fantasia this year and that these are not purely local charities, as they do operate outside the Parish of Ash.

ii) Saturday 26 November 2016

Graham Bidwell advised;

That the Christmas Tree is being delivered on Monday 21 October and that our Lighting Contractor had agreed to assist with the installation of the tree on Ash Wharf;

That a BBQ run by the Rotary Club will be in operation from (still to be confirmed) 12:30 through to the end of Fantasia. It will be positioned outside the front entrance to the Ash Centre in the area used normally for parking the Council vehicles;

That at the current time there was only 1 table left for the Christmas Fair;

It has been confirmed that there will be no police presence to assist with the road closure/crowd marshalling. Cllr John Tonks suggested that cones could be placed along the curb edge from the Canal Bridge to the roundabout;

The Rotary Club and all Councillors would be approached with a view to giving assistance during the event.

Cllr Patricia Scott advised that the Ash Ensemble would still be in attendance although they are short of players this year.

It was agreed that Graham Bidwell would e-mail all councillors with a view to obtaining assistance with the operation of the Cake Stall and also providing cakes for the stall and any donations for the tombola.

A donation request letter has been prepared and will be sent out shortly. Cllr Mrs Patricia Scott has advised that she will visit local shops and businesses to collect any donations. Ash Parish Council representatives will collect from those businesses not on Cllr Mrs Patricia Scott's list.

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

The date of the next meeting is Wednesday 18 January 2017 commencing at 3.30pm

The meeting closed at 4:05pm

Signed

Date