

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 25 June 2018 which commenced at 7:00pm**

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

Cllr Mrs Marsha Moseley was a substitute at the meeting.

Part I – Public Session**20. To Accept Apologies for Absence** *(agenda item 1).*

Apologies were received from Councillor Cllr Paul Spooner, Cllr Bill Cole, Cllr Andrew Gomm and Cllr Nigel Manning.

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

There were no declarations of interest.

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

The minutes of the Amenities, Finance and Administration Committee meeting held on Tuesday 29 May 2018 were agreed. These minutes have been before the full Council at which they were duly approved and adopted. The minutes were signed by the Vice Chairman of the Committee, Cllr Laurence Armes.

23. Adjournment *(agenda item 4).*

There were no members of the public present.

24. Monthly Accounts 2018/19 *(agenda item 5).*

Members considered and agreed the Council's accounts and budgetary review as at 31 May 2018 (month 2)

25. Bank Reconciliation (agenda item 6).

Members considered and agreed bank reconciliations as at 31 May 2018 (month 2).

26. Committee Spending Limits (agenda item 7).

Members reviewed the Committee and Clerk's spending limits. The current limits are:

Clerk: £750.00 per item to a maximum of £3,000.00 per month

Amenities Committee: £3,000.00 per month

Finance and Administration: £3,000.00 per month

and it was:

Recommended upon consideration that this item be deferred to the meeting to be held on Monday 23 July 2018 to enable the Clerk to clarify and report back to the Committee exactly what spending limits should be agreed.

27. Grants of Exclusive Rights in respect of Burials. (agenda item 8).

Authorisation was given to the issue of Grants of Exclusive Rights in respect of Burials:

Deed No.	Deed Applicant	Grave Space
1606	H. Henry	K 698

28. Heating and Hot Water System (agenda 9)

Members noted that further to Minute 11 of the 29 May 2018 meeting, a revised quote had been circulated for the installation of an extension timer to be fitted to the hot water system to allow an override of the heating timer at weekends. The original quote was at a cost of £1,099 + VAT. Members considered the revised quote of £ £963.60 + VAT and it was:

Recommended upon consideration to agree to the revised quote at a cost of £963.60 + VAT.

29. Correspondence (agenda item 10).

Correspondence was received from the Kent, Surrey and Sussex Air Ambulance thanking the Amenities, Finance and Administration Committee for the donation of £300.00 agreed at the previous meeting.

30. Date of Next Meeting (agenda item 11).

It was agreed that the date of the next meeting will be Monday 23 July 2018 commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

The meeting closed at 7:03pm

Chairman: _____

Date: _____

Appendix A

ASH PARISH COUNCIL
Minutes of the Newsletter Working Group
held on Tuesday 17 April 2018 at the Ash Centre
commencing at 3pm

Present:

Cllr Marsha Moseley (Chairman)	✓
Cllr Laurence Armes	✓
Graham Bidwell	✓
Sarah Groom	✓

1. To receive Apologies for Absence

There were no apologies for absence.

2. To receive Declarations of Interest

There were no declarations of interest.

3. Confirmation of Previous Minutes

The minutes of the previous meeting held on Tuesday 26 September 2017 were agreed as an accurate record and duly signed by the Chairman.

4. Confirmation of Distribution Date for the First Issue for 2018

The distribution date for the first issue of the newsletter was agreed as Friday 15 June 2018. A draft copy will be circulated for approval towards the end of May 2018.

5. Articles and Layout for the First Issue for 2018

The following articles were suggested for the first issue of 2018:

- Chairman's Bit (Cllr Moseley suggested a mention of the GBC Mayoral year including promoting charities such as TALK for stroke recovery)
- Two pages of Ash Parish Council accounts
- Village Fete on 14 July 2018 promotion
- Ash in Bloom and Presentation Evening on 5 September 2018 promotion
- GBC's Wild Flower Meadows Initiative explanation
- GBC's Dog Warden Update
- Profile on the new Clerk to Ash Parish Council
- Band Concert on 17 November 2018 promotion
- New Ash Parish Council website explanation
- Back Page to include Contacts etc as usual.
- The possible inclusion of GBC's street angels/community angels will be explored.

It was agreed to explore a move to greater electronic distribution in future.

6. Date of Next Meeting

The date of the next meeting is to be agreed. The meeting closed at 3.20pm.

Signed

Date

Appendix B

ASH PARISH COUNCIL
Minutes of the Events Working Group
held on Wednesday 13 June 2018 at the Ash Centre
commencing at 3pm

Present:	Cllr John Tonks	✓
	Cllr Nigel Manning	✓
	Cllr Marsha Moseley	A
	Cllr Pat Scott	A
	Sarah Groom	✓
	Graham Bidwell	✓
	Richard Tolley	A
	Jo Packman	✓

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

Apologies for absence were received from Cllr Pat Scott, Cllr Marsha Moseley and Richard Tolley.

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 21 March 2018 were confirmed and signed by Cllr John Tonks.

4. Village Fete – Saturday 14 July 2018 (*agenda item 4*)

Graham Bidwell reported that:

- Richard Tolley had advised that the Rotary will happily staff the beer and wine tent again this year. Cllr John Tonks will kindly purchase the beer, lager and wine. A pricing strategy to be agreed. The Hogs Back Brewery is not sale or return, so it could be sold off on the day (e.g. cost+10%).
- The Chimney Farm Dog Rescue will run the Dog Show in its entirety. They will also seek sponsorship and prizes. They will keep the £1 entry fee per dog per class (8 fun classes). They are also having a stall.
- Vicar Neil Lambert will not be available to run the pancake stall.

Pop-up mini golf was suggested and it was agreed to investigate a home-made putting course as a competition stall.

A request for volunteers will be sent to Ash Parish Councillors.

A list of all the organisations that had requested a stall so far were read out. The BBQ needs to set up early so it is ready to sell food from 12pm. Phyllis Tuckwell and the Dog Warden will be chased. The Parish games will be available to fill any of the empty 34 spaces.

Sweets will be purchased from Bookers the week before. St John Ambulance is booked.

The Mayor of Guildford has been invited to open the event. A parking space will be reserved for the Mayoral car.

The advertising is underway. The Dog Farm has 23,000 social media followers. Graham Bidwell will send Jo Packham the flyer for inclusion on their weekly mailing. The Ash Parish Newsletter will be distributed before the event.

5. Ash in Bloom 2018 (*agenda item 5*)

Dover Garage will kindly sponsor the main prizes (£500). The Co-Op are kindly sponsoring the Children's prizes. The entries are coming in for the competition. Further entries are to be encouraged. The presentation evening is Wednesday 5 September 2018 at 7pm.

6. Other 2018 Events (*agenda item 6*)

Michael Gove MP will be invited to the annual Remembrance Event on Sunday 11 November.

The Friary Guildford Brass Band will perform at the Ash Centre on Saturday 17 November for a discounted fee of £600. The Rotary's chosen charity is Step by Step, which was agreed. The chosen charity should be included on the advertising that promotes the event.

Fantasia is on Saturday 1 December 2018.

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

The date of the next meeting is proposed as Wednesday 11 July 2018 at 3:00pm.

The meeting closed at 3:55pm

Signed

Date