

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 22 October 2018 which commenced at 7pm**

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

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

Cllr John Tonks attended the meeting as a substitute.

✓ Present x Not Present A Apology for Absence

In the absence of Cllr Paul Spooner, the meeting was chaired by the Vice Chairman of the Committee Cllr Laurence Armes.

Part I – Public Session**67. To Accept Apologies for Absence. (agenda item 1)**

Apologies were received from Cllr Paul Spooner, Cllr Martin Burgess, Cllr Andrew Gomm and Cllr Mrs Pat Scott.

68. To Receive Declarations of Interest. (agenda item 2)

There were no declarations of interest.

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

The minutes of the Amenities, Finance and Administration Committee meeting held on Monday 24 September 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.

70. Adjournment. (agenda item 4)

There were no members of the public present.

71. Monthly Accounts 2018/19. (agenda item 5)

Members considered and agreed the Council's accounts and budgetary review as at 30 September 2018 (month 6).

72. Bank Reconciliation. (agenda item 6)

Members considered the bank reconciliations as at 30 September 2018 (month 6) and agreed to defer their approval to the next meeting, to clarify an anomaly with the reconciliation.

73. Grants of Exclusive Rights in respect of Burials. (agenda item 7)

Members authorised the issue of Grants of Exclusive Rights in respect of Burials:

Deed No.	Deed Applicant	Grave Space
1607	R. Letts	K 696
1608	S. Fuller	P 25
1609	A. Goddard	P 26

74. Draft Budget 2018/2019. (agenda item 8)

Members considered the first draft of the 2019/2020 budget and it was:

Recommended upon consideration that all Members consider the amounts listed and make recommendations at future meetings.

75. Maintenance of Wooden Floors - Ash Centre. (agenda item 9)

Members considered a quote for the sanding and resealing of the Junkers timber flooring in the main hall, small hall and meeting rooms at a cost of £5,600 excluding VAT and for annual maintenance visits thereafter at a cost of £1,750 excluding VAT per annum. and it was:

Recommended upon consideration that the matter be deferred pending further quotes from alternative contractors, in order to justify the expenditure.

76. Replacement Extract Fan - Ash Centre Meeting Rooms. (agenda item 10)

Members considered a quote from Accurate Mechanical Services for £2,700.49 (excluding VAT) to supply and install a replacement extract fan located above the Ash Centre meeting rooms and it was:

Recommended upon consideration that the quote be agreed and the work be undertaken.

77. Gas Monitoring Well – Carrington Recreation Ground. (agenda item 11)

Members considered a quote from Apple Environmental for £1,250 (excluding VAT) for one additional gas monitoring well to be installed to assist with the monitoring of the landfill gases at Carrington Recreation Ground and it was:

Recommended upon consideration that the item be deferred until the end of the current twelve month monitoring period, in April 2019, at which point the results will be discussed with the Guildford Borough Council Environmental Health Officer and an action plan will be agreed.

78. New Gate to Play Area – Ash Hill Recreation Ground. (agenda item 12)

Members considered a quote for the installation of a new single pedestrian gate to the play area to allow access to the new play pyramid at a cost of £899.60 (excluding VAT) plus £830 installation fee (VAT not applicable) and it was:

Recommended upon consideration that the quotes be agreed and the work be undertaken.

79. Wheelers Law. (agenda item 13)

Members considered a payment to Wheelers LLP of £800 (VAT not applicable), on a pro-forma invoice, to fund the Surrey County Council legal fees associated with the wayleave agreement for the new toilet at Ash Cemetery and it was:

Recommended upon consideration that the payment be agreed and the costs be funded from Section 106 money.

80. Christmas Lights and Christmas Tree. (agenda item 14)

Members noted the purchase of six additional Christmas motifs on 28 September 2018, at a cost of £1,530.00; and

Members considered a quote from Prime One Maintenance for £2,525.34 (excluding VAT) for the testing, erecting and removing of the Christmas motifs and for installing the Christmas Tree and assisting with the switch-on on the day and it was:

Recommended upon consideration that the quote for various items be agreed and the work be undertaken. In future years the costs could be sought from the Surrey County Council Members' Allocation Fund.

81. Security Gate for Ash Meadows. (agenda item 15)

Members noted the purchase of a security barrier gate for Ash Meadows on 20 September 2018, following damage to the wooden five bar gate at a cost of £923.00.

Item Noted.

82. Disposal of Assets. (agenda item 16)

Members considered the disposal of the two old Honda lawn mowers, one of which is beyond serviceable repair, plus three office personal computers to local good causes for nil return and to update the asset register accordingly and it was:

Recommended upon consideration that the items be disposed of to local good causes for nil return and for the asset register to be updated accordingly. The office computers hard drives had already been cleaned.

83. Correspondence (*agenda item 17*)

There was no correspondence to report

84. Date of Next Meeting (*agenda item 18*)

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

The meeting closed at 7.32pm

Chairman: _____

Date: _____