

## ASH PARISH COUNCIL

### Minutes of the Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 12 November 2018 which commenced at 7:10pm

Chairman of the Council:	Cllr Nigel Manning	✓
Vice Chairman	Cllr John Tonks	✓
	Cllr Laurence Armes	✓
	Cllr Martin Burgess	A
	Cllr Bill Cole	✓
	Cllr Andrew Gomm	✓
	Cllr Mrs Jayne Hewlett	A
	Cllr Nigel Kearse	✓
	Cllr Mrs Marsha Moseley	✓
	Cllr Mrs Jo Randall	✓
	Cllr Mrs Pat Scott	A
	Cllr Paul Spooner	A

✓ Present

x Not Present

A Apology for Absence

#### Part I – Public Session

#### **73. To accept Apologies for Absence. (agenda item 1)**

Apologies for absence were received from Cllr Paul Spooner, Cllr Mrs Pat Scott, Cllr Martin Burgess and Cllr Mrs Jayne Hewlett.

#### **74. To receive Declarations of Interest. (agenda item 2)**

The Local Code of Conduct – Disclosure of Interests for Committee Meetings held during September 2018 as indicated at Agenda Appendix A were noted. There were no disclosures of interest declared for this meeting.

#### **75. Confirmation of the Minutes. (agenda item 3)**

The minutes of the Annual Parish Council Annual held on Monday 8 October 2018, copies of which have been circulated to members, were confirmed as a true record and signed by the Chairman of the Council.

#### **76. Chairman's Announcements. (agenda item 4)**

All matters raised at the October 2018 meeting of the Council had been reported to the relevant authority. Further updates included:

Surrey County Council is consulting on a range of its services including Libraries, Children's Centres, Special Educational Needs, Concessionary Bus Travel and Community Recycling Centres via their website until 4 January 2019.

A temporary prohibition of traffic notice has been issued by Surrey County Council for Northcote Road, Ash Vale for patching repairs, commencing on 14 November 2018 for a period of up to five days.

A notice of patching repairs has been issued by Surrey County Council for Maple Close and Orchard Close, Ash Vale. Commencing on 15 November 2018 at Maple Close and 19 November 2018 at Orchard Close, for a period of up to two days.

The Friary Guildford Brass Band Concert takes place at the Ash Centre on Saturday 17 November 2018. Tickets are £10 in advance from the office, or £12 on the door.

The annual Christmas Fantasia event takes place on Saturday 1 December 2018. The indoor event is from 2pm in the Ash Centre. Carol singing takes place at the Wharf at 4.30pm and the Christmas Tree lights switch-on follows at 5pm.

**77. Adjournment.** (*agenda item 5*)

At this point in the proceedings it was moved by the Chairman of the Council, duly seconded and it was:

***Resolved that the meeting be adjourned for a maximum period of twenty five minutes to enable a public question period to be held (as at Minute Appendix A).***

**78. Reports of Committees.** (*agenda item 6*)

The following committee reports, copies of which have been circulated were received, considered and the recommendations therein were adopted:

<b>Planning</b>	<b>8 October 2018</b>	<b>Minute Number 80 to 87</b>
<b>Planning</b>	<b>22 October 2018</b>	<b>Minute Number 88 to 95</b>
<b>Amenities</b>		
<b>Finance and Administration</b>	<b>22 October 2018</b>	<b>Minute Number 67 to 84</b>

**79. Monthly Financial Statement.** (*agenda item 7*)

Members considered a summary of the monthly Financial Statement giving details of October/November 2018 payments as at Agenda Appendix B which were authorised.

**80. Bank Reconciliations** (*agenda item 8*)

Members considered the agenda item and agreed to defer the item to the 26 November 2018 Amenities, Finance and Administration Committee.

**81. External Audit 2017/18** (*agenda item 9*)

Members considered the report of the external auditor in respect of the following:

- a) The Annual Governance Statement for the year to 31.03.2018
- b) The Annual Accounting Statement for the year to 31.03.2018
- c) The External Auditors Certificate and Report for the year to 31.03.2018

and it was:

***Resolved to note that the audit had been completed by PKF Littlejohn LLP on 1st November 2018 and there were no matters of concern raised to say that relevant legislation and regulatory requirements had not been met.***

**82. Grants of Exclusive Rights in respect of Burials. (agenda item 10)**

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

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

**83. Ash Vale Station Access Improvements. (agenda item 11)**

Members considered a financial contribution to the proposed station improvements at Ash Vale and it was:

***Resolved that under the general powers of competence, a one-off £20,000 donation be given to Network Rail for station improvements at Ash Vale to improve accessibility, on the conditions that the scheme estimated at around £3.3m goes ahead with proportionate match funding from other local authorities; and Network Rail are responsible for all the future maintenance costs. The amount of £20,000 to be placed in an ear marked reserve, accordingly.***

**84. Correspondence. (agenda item 12)**

There was no correspondence.

**85. Next Meeting. (agenda item 13)**

The date of the next meeting is Monday 10 December 2018 at 7pm or following the close of the Planning Committee Meeting, if this is later.

*The meeting closed at 7.40pm*

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

**AGENDA APPENDIX A****ASH PARISH COUNCIL****LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS****October 2018**

<b>DATE OF MEETING</b>	<b>MEMBER</b>	<b>MINUTE REF &amp; PAGE NO.</b>	<b>TYPE AND NATURE OF INTEREST</b>
<b>PLANNING 8 October 2018</b>			No declarations of interest.
<b>PLANNING 22 October 2018</b>			No declarations of interest.
<b>AMENITIES, FINANCE &amp; ADMINISTRATION 22 October 2018</b>			No declarations of interest.

## AGENDA APPENDIX B

Accounts Received October/November 2018

Agenda Appendix B

Payments October/November

Chq No.	Payee	Service	Net	V.A.T	Total
203796	A&P Services (Surrey) Ltd	Vegetation Shredder (Concurrent Function Grant)	2,800.00	560.00	3,360.00
203797	Auditing Solutions Ltd	Internal Audit Visit on	430.00	86.00	516.00
203798	Courtland Property Management	Hire of Small Hall Deposit Refund	67.50	0.00	67.50
203799	Deltapoint Ltd	CUPS DIRECT - Paper Cups for Hot Drinks	47.90	9.58	57.48
203800	Gavin Jones Ltd	Ash Cemetery Grounds Maintenance April-Sept 2018	6,522.84	1,304.58	7,827.42
203801	GLS Educational Supplies	Cleaning Supplies, Toilet Paper, Lockers and 2019 Diaries	472.78	94.56	567.34
203802	Guildford Borough Council	Fantasia Road Closure Licence Fee	140.00	0.00	140.00
203803	Homebase	Varnish and Hoses	45.82	9.16	54.98
203804	Imprint Colour	newsletter Printing	1,087.00	0.00	1,087.00
203805	JB Computing	CCTV Test Connections and Server/Rialtas Upgrades	1,650.00	330.00	1,980.00
203806	JP&S	Petrol and Oil	195.85	39.16	235.01
203807	Neil Curtis	Grave Digging	270.00	0.00	270.00
203808	Office Team (Phase)	Copier Paper	16.92	3.38	20.30
203809	Prime One Maintenance	CCTV Air-lime and Street Lighting Routine Maintenance	3,699.39	739.88	4,439.27
203810	SLCC	CILCA Qualification Registration Fee	250.00	0.00	250.00
203811	SSALC	Training Course on 18 October 2018	60.00	12.00	72.00
203812	Surrey County Council	Refund of Member Allowance Grant (Silent Soldiers)	792.00	0.00	792.00
203813	Swiftest (Aldershot) Ltd	Vehicle MOT - NJ10 ZXH and Works Arising	304.49	49.18	353.67
203814	Radio Frimley park	Village Fete PA System	125.00	0.00	125.00
203815	Wheeler's LLP	Monies Required for Cemetery Toilet Wayleave	800.00	0.00	800.00
203816	Andy Beams	Accounts support 26.10.18	176.40	0.00	176.40
203817	A. J. Signs	Road signs for Remembrance Day	189.70	37.94	227.64
203818	Ashridge Roofing	Repairs Ash Centre roof & guttering	380.00	0.00	380.00
203819	Castle Water	Waste Water Ash Centre	212.47	0.00	212.47
203820	GLS Educational Supplies	High Vis vests/ Latex gloves	18.90	3.78	22.68
203821	Hags-smp Ltd	New play equipment & installation Ash Recreation Ground	18,017.22	3,603.44	21,620.66
203822	Mr T Hopkins	Tree works Ash Cemetery footpath	380.00	0.00	380.00
203823	Magicsigns	Road signs for Remembrance Day	40.00	0.00	40.00
203824	Jp & S Services Ltd	Petrol/Oil October 2018	105.06	21.02	126.08
203825	Mirage Cleaning Services	Cleaning services Ash Centre October 2018	481.00	96.20	577.20
203826	Neil Curtis & Sons	Grave digging services x 2	540.00	0.00	540.00
203827	Office Team Ltd	Coffee	53.90	0.00	53.90
203828	Pheonix Health & Safety	Review & update of General Risk Assessment	695.00	139.00	834.00
203829	Sarah Groom	Petty Cash October 2018	41.27	1.67	42.94
203830	PSK Limited	External security October 2018	303.45	60.69	364.14
203831	Treasured Memories	Temporary Memorial	39.75	7.95	47.70
203832	Royal British Legion	2 x Poppy Wreaths	110.00	0.00	110.00
203833	Ian Hart Funeral Services	Refund of overpaid interment fee	380.00	0.00	380.00
203834	Rialtas Business Solutions Ltd	Omega support & maintenance contract	648.00	129.60	777.60
203835	SSE	Electricity x 4 sites	792.21	123.27	915.48
203836	CANX	CANX	0.00	0.00	0.00
203837	SSE	Street Lighting Oct 2018	436.18	87.23	523.41
203838	HMRC	HMRC October Contribution	3,458.04	0.00	3,458.04
203839	CANX	CANX	0.00	0.00	0.00
203840	Castle Water	Waste water x 2	138.00	0.00	138.00
203841	FTH Hire Group	Ear Plugs	25.00	5.00	30.00
203842	Kebur Garden Materials	Post Mix/Screws/Sleepers/Top Soil	325.00	65.58	390.58
203843	SDK Environmental Ltd	Wasp nest removal Coronation Gardens	54.17	10.83	65.00
203844	CANX	CANX	0.00	0.00	0.00
203845	SSE	Harpers Scout Hut electricity	166.51	8.42	176.93
203846	Hampshire Metalcrafts Ltd	Repair barrier Ash Meadow/Ash Rec/Shawfield Allots	1,173.25	234.65	1,407.90
203847	The Surrey Pension Fund	Surrey Pension Fund October Contribution	2,498.30	0.00	2,498.30
DD	BNP Paribas	Direct Debit Copier Leasing	862.03	172.41	1,034.44
DD	Royal Mail	Newsletter Distribution Costs	504.41	100.88	605.29
BACS	Salaries for October 2018		11,798.03	0.00	11,798.03
			64,822.74	8,147.04	72,969.78

Signature of Certification ..... 

Chairman of Finance &amp; Administration .....

Chairman of the Council..... 

12.11.2018

**MINUTE APPENDIX A**

**During the public adjournment the following points were raised:**

- 1. On behalf of the Ash and District Museum Society, Mr Richard Tolley advised the Council that £111 was raised at its quiz night held at the Ash Centre and the Parish Council was thanked for the subsidised venue hire.**
- 2. Various Street Lights are malfunctioning namely Street Light No. 30 on Shawfield Road, Love Lane and three in Church Road. Greenery to be cut back at Love Lane.**  
These will be reported to the relevant authority either Skanska for Surrey County Council and Ash Parish Council.
- 3. More chairs should be available for Remembrance Sunday and a St John Ambulance should be on site.**  
This was noted and is already in hand for future years.
- 4. Victoria Hall clocks have the incorrect time.**  
This will be reported to the Management Hall Committee.
- 5. Concern over mature oak trees in Gorseland Close.**  
Surrey County Council had inspected the trees and apparently found them to be safe. Resident to ask Surrey County Council for the assessment in writing.
- 6. North Lane Recycling Centre will be introducing charges for Surrey Residents.**  
It was suggested that residents of Ash and Ash Vale register for free under their Aldershot, Hampshire postal addresses.