

# ASH PARISH COUNCIL

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Council Offices  
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Ash, Surrey  
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19 March 2019

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

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

Substitutes: Cllr Jayne Hewlett  
Cllr Nigel Kearse  
Cllr Marsha Moseley  
Cllr Jo Randall  
Cllr John Tonks

Councillors are hereby summoned and members of the public are invited and have the right to attend the Amenities, Finance and Administration Committee meeting to be held at the Ash Centre, Ash Hill Road, Ash on **Monday 25 March 2019** commencing at **7:00pm** or following the close of the Planning Committee meeting, if this is later.



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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.

## AGENDA

1. **To Accept Apologies for Absence.**
2. **To Receive Declarations of Interest.**
3. **Confirmation of the Minutes.**

To confirm the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 25 February 2019. These minutes have been before the full Council at which they were duly considered, approved and adopted.

**4. Adjournment.**

To consider 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 2018/19.**

To consider and agree the Council's accounts and budgetary review as 28 February 2019 (month 11).

**6. Bank Reconciliation.**

To consider and agree the bank reconciliations as at 28 February 2019 (month 11).

**7. 2019/2020 Budget Format.**

To consider a revised format for the Council budget for 2019/2020.

**8. Aged Debtor Analysis.**

To consider a report to write-off aged debts up to and including 31 March 2016 which are considered no longer recoverable.

**9. Carrington Recreation Ground - Gas Monitoring.**

To consider the quarterly gas monitoring for Carrington Recreation Ground at February 2019.

**10. Repairs to Main Hall Heater - Ash Centre.**

To consider a quote from Accurate Mechanical Services for repairs to the ceiling mounted heaters in the main hall at a cost of £1,089.48 + VAT at £217.90 = £1,307.38.

**11. Intruder Alarm - Ash Centre.**

To consider a quote from Lockrite for works to upgrade the wiring in the main hall external fire doors sensors at a cost of £828.60 + VAT at £165.72 = £994.32.

**12. Lease Renewal Fees.**

To consider a quote from Hollis Hockley, for providing the non-legal lease preparation work for the Ash Citizens Advice and Ash Football Club leases, which expire in April/May 2020 at a cost of £1,000 + VAT at £200 = £1,200 per site.

**13. Server Maintenance Contract.**

To approve, in retrospect, a new two-year contract with JB Computers for the maintenance of the IT server at a cost of £1747.09 + VAT at 349.42 = £2,096.51, plus two hard drives at £1,000 + VAT at £200 = £1,200.

**14. Upgrade of CCTV Routers.**

To consider a report regarding the upgrade of CCTV routers to comply with Data Protection security.

**15. Christmas Motifs.**

To approve, in retrospect, the purchase of six reconditioned Christmas motif lights for street light columns, at a total cost of £1,710 + VAT at £342 = £2,052. Fifty percent of the costs will be recovered via a concurrent function grant.

**16. Surrey Fire and Rescue Service – Public Consultation.**

To consider a response to Surrey fire and rescue service's public consultation which outlines in the Fire Authority's 'Making Surrey Safer plan', three proposals for change. The consultation runs until 26 May 2019.

**17. Events Working Group.**

Members to note the minutes of the Events Working Group held on 9 January 2019 as at Appendix A.

**18. Date of Next Meeting.**

The date of the next meeting is **Tuesday 23 April 2019** 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 9 January 2019 at the Ash Centre  
commencing at 3pm**

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

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

Apologies for absence were received from Cllr Marsha Moseley and Jo Packman.

**2. 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 28 November 2018 were confirmed and signed by Cllr Nigel Manning, who was present.

**4. Christmas Fantasia Review** (*agenda item 4*)

The event took place on Saturday 1 December 2018. Cllr Tonks thought Santa Claus was excellent. Further comments included:

- i. There will be no charge on the door next year, so that the Rotary float can benefit more from donations. The Rotary had collected £87 on the float.
- ii. A formal road block at Balmoral Road must be manned next year as Richard Tolley was on his own. A sign at the Health Centre will warn people – road ahead closed - but with access to Balmoral and Woollards Road still, and access is also needed out of the slip road at the Pharmacy.
- iii. A box of sweets must be left at the tree.
- iv. Stallholders to be reminded to stay to the end.

Need to consult Rev Neil Lambert regarding the choir - do they need a formal invite and thank yous?

Next year's event will be on Saturday 30 November 2019.

**5. Peace Day Celebrations** (*agenda item 5*)

The national celebration day is 19 July 2019, 100 years since the 1919 event. A decision was made previously to theme the 2019 Village Fete around the celebration and it will therefore be a week later than normal on 20 July 2019.

Ideas and suggestions were proposed with decision to be made at the next meeting including:

- Knitted poppy display.
- Best dressed competition?
- Recreate shop dressing picture from old photos?
- Themed tea towel with John Hurr artwork?
- 1 Keg of Hogs Back Tea and 4x12 Bottles for Top Ups
- Beer Tent Location?
- Book the Rotary BBQ
- Book Radio Frimley Park
- Dog Show?
- Live Music – Japanese Drummers or more military themed?
- Children’s activities e.g. Balloon Man?
- Book St John Ambulance
- More lightweight pop-up gazebos or Rotary Marquee?
- Aston Martin Club?
- Child Line?

**6. Other 2019 Events** (*agenda item 6*)

There will be no Ash In Bloom in 2019  
 Remembrance Sunday – 10 November 2019  
 Fantasia – 30 November 2019  
 Band Concert – February 2020 (The chosen charity is important)

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

The date of the next meeting is Thursday 7 March 2019 at 2.30-3.30pm.

The meeting closed at 15.59pm

Signed .....

Date .....