

**ASH PARISH COUNCIL****Minutes of the Meeting of the Amenities, Finance and Administration Committee  
held in the Ash Centre, Ash Hill Road, Ash  
on Tuesday 28 May 2019 which commenced at 7.16pm**

Chairman:	Cllr Paul Spooner	✓
Vice Chairman:	Cllr Nigel Manning	A
	Cllr Martin Burgess	A
	Cllr Andrew Gomm	✓
	Cllr Tony Gorham	✓
	Cllr Ed Schofield	✓
Substitutes:	Cllr Graham Eyre	✓
	Cllr Helen Gorham	
	Cllr Nigel Kears	
	Cllr Marsha Moseley	
	Cllr Jo Randall	
	Cllr John Tonks	✓

✓ Present

x Not Present

A Apology for Absence

**Part I – Public Session**

Cllr Graham Eyre substituted for Cllr Nigel Manning.

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

Apologies for absence were received from Cllr Nigel Manning and Cllr Martin Burgess.

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

Declarations of interest were received from Cllr Paul Spooner and Cllr Ed Schofield for items 11 and 13 relating to Harpers Recreation Ground Scout Hut. Neither had a pecuniary interest.

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

Members agreed the minutes of the Amenities, Finance and Administration Committee meeting held on Tuesday 23 April 2019. These minutes have been before the full Council at which they were duly considered, approved and adopted.

**4. Adjournment. (agenda item 4)**

Members considered 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).

There were no members of the public present.

**5. Monthly Accounts. (agenda item 5)**

Members considered and agreed the Council's accounts as at 31 March 2019 (month 12) and 30 April 2019 (month 1).

**6. Bank Reconciliation. (agenda item 6)**

Members considered and agreed the bank reconciliations as at 31 March 2019 (month 12) and 30 April 2019 (month 1).

**7. Investment Strategy and Review of Close Brothers Investments. (agenda item 7)**

Members reviewed the Council's investment strategy and considered the two £100,000, 12 month investments with Close Brothers and it was:

**Recommended upon consideration that:**

- i) the Ash Parish Council 2019/2020 Investment Strategy be approved and adopted;**
- ii) work commences to review the strategy and options for an alternative approach to future investments; and**
- iii) the two £100,000 Close Brothers Investments be renewed for a further 12 months from 13 June 2019, at the interest rate offered at the time of renewal, which is expected to be at least 1.15%.**

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

The issue of Grants of Exclusive Rights in respect of Burials were authorised for:

Deed No.	Deed Applicant	Grave Space
1613	Louise and John Doe	K 671
1614	Graham Colin John Robinson	K 670

**9. New Play Equipment – Carrington Recreation Ground. (agenda item 9)**

Members considered a report on a replacement multi-play unit, swings and springer for the Carrington Recreation Ground Play Area at a cost of £24,750 (excluding VAT). Part of this cost can be re-claimed from a concurrent function grant awarded by Guildford Borough Council of £8,000 and it was:

**Recommended upon consideration that the item be deferred until the third quote was received.**

**10. Ash Centre External Floodlights. (agenda item 10)**

Members considered a quote from Prime One Maintenance Ltd. for £1,260.30 plus £252.05 VAT = £1,512.35 to improve the floodlighting at the entrance to the Ash Centre and it was:

**Recommended upon consideration that the quote from Prime One Maintenance Ltd. (QT/KT/969) for £1,260.30 plus £252.05 VAT = £1,512.35 to improve the floodlighting at the entrance to the Ash Centre be agreed.**

**11. Harpers Scout Hut WiFi. (agenda item 11)**

Members considered a quote from Prime One Maintenance Ltd. (QT/KT/967) for £440.66 plus £88.13 VAT = £528.79 and Joel Baker Computers £1,481.50 plus £296.30 VAT = £1,777.80 to supply WiFi to the Harpers Scout Hut (Total Cost £1,922.16 net) and it was:

***Recommended upon consideration that the item be deferred to allow for more details and further options to be included in a report to the Committee.***

**12. Horseshoe Lane Private Road – New Street Light Request. (agenda item 11)**

Members re-considered a quote from Prime One Maintenance Ltd. (QT/KT/966) for an additional street light to be installed in Horseshoe Lane following a request from the Horseshoe Residents Association, at a cost of £1,260.30 + £252.05 VAT = £1,512.35. The matter was deferred from the last meeting, so Members can receive a justification for the expense on an unadopted road and it was:

***Recommended upon consideration that the item be supported in principle but the decision deferred to await confirmation from the Residents Association on what exactly what they wish to have installed and where, given feedback received recently.***

**13. Harpers Entrance – Extending Tarmac Surface. (agenda item 12)**

Members considered two quotes to extend the tarmac area at the entrance to Harpers Recreation Ground car park by a further 5m. Both Fairway Paving Ltd. and Surrey Paving have quoted a cost of £1,200 + £240 VAT = £1,440. Having previously used Fairway Paving Ltd. at the site and having been satisfied with their work, they are the recommended contractor and it was:

***Recommended upon consideration that the quote from Fairway Paving Ltd. to extend the tarmac area at the entrance to Harpers Recreation Ground car park by a further 5m a cost of £1,200 + £240 VAT = £1,440 be agreed.***

**14. Tree Survey - Priority Three Maintenance. (agenda item 13)**

Members considered a quote from T. Hopkins Tree Services to carry out all priority three works set out in the 2019 Tree Survey, at a cost of £1,110.00 (Not VAT registered). Priority One and Two tasks have already been completed and it was:

***Recommended upon consideration that the quote from T. Hopkins Tree Services to carry out all priority three works set out in the 2019 Tree Survey, at a cost of £1,110.00 be agreed.***

**15. Shawfield Allotments – Application for a Greenhouse. (agenda item 14)**

Members considered an application for a greenhouse at plot 59 Shawfield Allotments. The dimensions are within permitted sizes and it was:

***Recommended upon consideration that the application for a greenhouse at plot 59 Shawfield Allotments be agreed.***

**16. Office Photocopier Charges Review.** (agenda item 15)

Members considered increasing the fees charged for public photocopying as shown on the agenda and it was:

***Recommended upon consideration that the increase in charges be agreed.***

**17. Fun Fair on Ash Hill Recreation Ground.** (agenda item 16)

Members considered a request to hire Ash Hill Recreation Ground for a Fun Fair (John Davis Fun Fairs) from 13-15 September 2019 (Monday 9 - Thursday 12 September 2019 would be set up days). Charges were set at the February 2019 meeting and would be £337 x 3 days when open to the public and £41 x 4 days when setting up, a total of £1,175. A £400 deposit is also taken in advance and it was:

***Recommended upon consideration that the application from John Davis Fun Fairs to hire Ash Hill Recreation Ground for a Fun Fair from 9-15 September 2019 be agreed providing the terms and conditions of hire adequately protect the Council from any resulting damage to the ground.***

**18. Health and Safety Working Group.** (agenda item 17)

Members noted the minutes of the Health and Safety Working Group held on 16 April 2019 as at Appendix A.

**Item noted.**

**19. Events Working Group.** (agenda item 18)

Members noted the minutes of the Events Working Group held on 7 March 2019 and 24 April 2019 as at Appendix B and C.

**Item noted.**

**20. GDPR Working Group.** (agenda item 19)

Members noted the minutes of the GDPR Working Group held on 15 April 2019 as at Appendix D.

**Item noted.**

**21. Date of Next Meeting.**

The date of the next meeting is **Monday** 24 June 2019 commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

*The meeting closed at 8.05pm.*

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

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