

## ASH PARISH COUNCIL

### Minutes of the Annual Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 13 May 2019 which commenced at 7pm

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

✓ Present

x Not Present

A Apology for Absence

The Clerk to the Council confirmed that all Councillors present had completed and signed the Declaration of Acceptance of Office.

### Part I – Public Session

**1. To elect the Chairman of the Council for the ensuing year. (agenda item 1)**

On the nomination of Cllr John Tonks, seconded by Cllr Jo Randall and there being no other nominations, **Cllr Nigel Manning** was elected to serve as **Chairman of the Council** for the ensuing year.

**2. To receive the Chairman's Declaration of Office. (agenda item 2)**

In accordance with the statutory requirement, Cllr Nigel Manning took the Oath of Office and signed the Declaration of Acceptance of Office as Chairman of the Council for the ensuing year.

**3. To receive Apologies for Absence. (agenda item 3)**

Apologies for absence were received from Cllr Helen Gorham and Cllr Tony Gorham.

**4. To receive Declarations of Interest. (agenda item 4)**

The Local Code of Conduct – Disclosure of Interests for Committee Meetings held during April 2019 as indicated at Agenda Appendix A were noted. There were no disclosures of interest declared for this meeting.

**5. To elect the Vice-Chairman of the Council for the ensuing year. (agenda item 5)**

On the nomination of Cllr Nigel Manning, seconded by Cllr Marsha Moseley, and there being no other nominations, **Cllr John Tonks** was elected to serve as **Vice-Chairman of the Council** for the ensuing year.

**6. To elect Councillors to serve upon the following Committees. (agenda item 6)**

The list of nominees put forward for the two committees were read out by the Chairman of the Council and it was:

***Resolved upon consideration that Members be elected to serve on the Council committees as below:***

**Amenities Finance and Administration Committee:**

Cllr Martin Burgess  
Cllr Andrew Gomm  
Cllr Tony Gorham  
Cllr Nigel Manning  
Cllr Ed Schofield  
Cllr Paul Spooner

**Substitutes:**

Cllr Graham Eyre  
Cllr Helen Gorham  
Cllr Nigel Kearse  
Cllr Marsha Moseley  
Cllr Jo Randall  
Cllr John Tonks

**Planning Committee:**

Cllr Graham Eyre  
Cllr Nigel Kearse  
Cllr Nigel Manning  
Cllr Marsha Moseley  
Cllr Jo Randall  
Cllr John Tonks

**Substitutes:**

Cllr Martin Burgess  
Cllr Andrew Gomm  
Cllr Helen Gorham  
Cllr Tony Gorham  
Cllr Ed Schofield  
Cllr Paul Spooner

**7. To elect Chairman and Vice Chairman of each Committee. (agenda item 7)**

On the nomination of Cllr Nigel Manning seconded by Cllr Andrew Gomm, and there being no other nominations, **Cllr Paul Spooner** was elected to serve as **Chairman of the Amenities Finance and Administration Committee** for the ensuing year.

On the nomination of Cllr Martin Burgess, seconded by Cllr Ed Schofield, and there being no other nominations, **Cllr Nigel Manning** was elected to serve as **Vice-Chairman of the Amenities Finance and Administration Committee** for the ensuing year.

On the nomination of Cllr Jo Randall, seconded by Cllr Nigel Manning, and there being no other nominations, **Cllr Marsha Moseley** was elected to serve as **Chairman of the Planning Committee** for the ensuing year.

On the nomination of Cllr Marsha Moseley seconded by Cllr Nigel Kearse, and there being no other nominations, **Cllr Jo Randall** was elected to serve as **Vice-Chairman of the Planning Committee** for the ensuing year.

**8. To nominate Members of the Council or a representative to serve as the Council's representative on the following bodies. (agenda item 8)**

A list of nominees was read out by the Chairman of the Council and it was:

**Resolved upon consideration that the following Members be elected to serve on the following bodies as follows:**

Citizens Advice Ash Management Committee – Cllr Graham Eyre

Farnborough Aerodrome Consultative Panel – Cllr John Tonks

Surrey Association of Local Councils – Cllr John Tonks

Victoria Hall Management Committee – Cllr Nigel Manning

Ash and District Local History Museum Society - Cllr Marsha Mosley  
(sub Cllr Andrew Gomm)

Blackwater Valley Countryside Partnership - Cllr Jo Randall

Ash Network – Pat Scott and Cllr Helen Gorham (to be confirmed)

In the case of the Charity of Henry Smith and Others, Pat Scott will continue to attend in her own right and the Chairman will confirm whether the role is required to be filled by a serving Councillor or whether Pat Scott can fulfil this role.

**9. To consider the payment of Annual Subscriptions (Excl. VAT). (agenda item 9)**

Members considered the payment of Annual Subscriptions to:

Information Commissioners Office	35.00
Institute of Cemetery and Crematoria Management	95.00
National Association of Local Councils	945.96
Surrey Association of Local Councils	1675.00
Society of Local Council Clerks	247.00
South East Employers	207.00
Improvement and Development Agency for Local Government - Employers Link	456.00
<b>TOTAL</b>	<b>3,660.96</b>
<b>BUDGET FOR SUBSCRIPTIONS</b>	<b>6,000.00</b>

and it was:

**Resolved upon consideration that the payments of Annual Subscriptions as listed be made.**

**10. To consider and approve the payment of the following accounts by variable direct debit. (agenda item 10)**

Members considered the payment of the following accounts by variable direct debit:

Public Works Loan Board  
Castle Water (Water Supply – New Request)  
Npower (Gas Supply)  
EDF (Electricity Supply)  
Southern Electric (Street Lighting Electricity Supply)  
Corporate Asset (Franking Machine Lease)  
Franco Postalia (Franking Postage)  
Shire Leasing (Phone System)  
British Telecom (Telephone/Fax/Broadband Usage)  
BNP Paribas (Photocopier Lease)  
Land Registry (Searches)  
Suez Waste Transfer Station

and it was:

***Resolved upon consideration that the above listed accounts be paid by variable direct debit.***

**11. Statutory Instrument 2012 No. 965.  
The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (agenda item 11)**

Ash Parish Council fulfils the requirements to use the General Power of Competence by complying with the following conditions:

- A minimum of two thirds of members must be elected
- The Clerk must be qualified to Certificate in Local Council Administration

Members considered declaring the right to use the General Power of Competence and to include this Power in the Ash Parish Council Standing Orders. In accordance with current regulations this Power will remain in place until the Annual Meeting following the next ordinary election and it was:

***Resolved upon consideration that Ash Parish Council declare the right to use the General Power of Competence.***

**12. Confirmation of the Minutes (agenda item 12)**

The minutes of the Meeting of the Parish Council held on Monday 8 April 2019 copies of which have been circulated to members, were confirmed as a true record and signed by the Chairman of the Council.

**13. Chairman's Announcements (agenda item 13)**

The Chairman announced that all matters that were raised by the public at the April meeting of the Council have been reported to the relevant authority. The Chester Road BT Phone Box is due to have a new door fitted shortly.

Vehicles will temporarily be prohibited from entering or proceeding in the length of Lysons Avenue (D4045) and Lynchford Road (D4045) Ash Vale which comprises the level crossing and 10m either side. These works are anticipated to be carried out over 3 nights, between 10pm and 6am, during the 3 month period of operation of this Order which will commence on 19 May 2019. This Order is required to enable Network Rail to carry out maintenance works.

Guildford Borough Council formally adopted the Guildford Borough Local Plan on 25 April 2019. The Plan sets out the vision, objectives and strategy for the borough up to 2034. The document contains overarching planning policies and allocates land for housing, employment, community facilities and other types of development.

**14. Adjournment.** (*agenda item 14*)

Members considered adjourning the meeting for a maximum period of 25 minutes, to enable members of the public to raise questions 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).***

**15. Reports of Committees.** (*agenda item 15*)

It was resolved that the reports of the following committees, copies of which have already been circulated to all members of the council, be approved and that the recommendations therein be adopted:

<b>Planning</b>	<b>8 April 2019</b>	<b>Minute Number 180 to 187</b>
<b>Planning</b>	<b>23 April 2019</b>	<b>Minute Number 188 to 193</b>
<b>Amenities,</b>	<b>23 April 2019</b>	<b>Minute Number 148 to 163</b>
<b>Finance and Administration</b>		

**16. Monthly Payment List.** (*agenda item 16*)

The monthly payments list giving details of April/May 2019 payments as attached at Appendix B was presented to the Council by the Chairman of the Finance and Administration Committee and authorised.

**17. Next Meeting.** (*agenda item 17*)

The next meeting is on Monday 10 June 2019 commencing at 7.00pm of following the close of the Planning Committee if this is later.

*The meeting closed at 7.45pm.*

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

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

## AGENDA APPENDIX A

## ASH PARISH COUNCIL

## LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS

April 2019

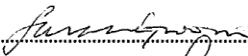
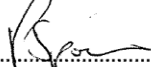

<b>DATE OF MEETING</b>	<b>MEMBER</b>	<b>MINUTE REF &amp; PAGE NO.</b>	<b>TYPE AND NATURE OF INTEREST</b>
<b>Planning Committee 8 April 2019</b>			<b>No Declarations of Interest.</b>
<b>Planning Committee 23 April 2019</b>			<b>No Declarations of Interest</b>
<b>Amenities, Finance and Administration 23 April 2019</b>			<b>No Declarations of Interest.</b>

**PAYMENTS LIST**

April/May 2019

Agenda Appendix B

<u>Chq No.</u>	<u>Payee</u>	<u>Service</u>	<u>Net</u>	<u>V.A.T</u>	<u>Total</u>
204024	Castle Water	x 3 Invoices	832.85	0.00	832.85
204025	The Festive Lighting Company	Xmas Tree Topper	255.00	51.00	306.00
204026	FTH Hire Group	Measuring Wheel	95.78	19.16	114.94
204027	ICCM	Subscription 2019/20	95.00	0.00	95.00
204028	HHGL Ltd	Painting equipment	89.99	18.00	107.99
204029	Lockrite Security System Ltd	Padlocks/Keys	53.69	10.73	64.42
204030	Pendulum Services Ltd	PAT testing x 348	364.80	72.96	437.76
204031	The Play Inspection Company	Annual Playground inspection 6 sites	315.00	63.00	378.00
204032	Prime One Maintenance	Routine lighting/CCTV/ replacement lights	33,919.03	6,783.80	40,702.83
204033	Louise Morgan	Hall Hire refund deposit	240.00	0.00	240.00
204034	Phillips Solicitors	Legal work for Harpers Scouts Hut	330.00	66.00	396.00
204035	Cooper & Withycombe Ltd	Ash Centre /Workshop/Toilets building survey	1,000.00	200.00	1,200.00
204036	Farnborough Tool Hire	Tower Hire for Ash Centre	132.47	26.49	158.96
204037	Glasdon UK Ltd	17 bins	5,625.98	1,125.20	6,751.18
204038	GLS Educational Supplies	Fridge for Harpers/ Cleaning materials	249.34	49.78	299.12
204039	Hampshire Metal Crafts	Barrier repair Carrington	128.70	25.74	154.44
204040	CANX	CANX	0.00	0.00	0.00
204041	Homebase	Wire	4.13	0.82	4.95
204042	Lockrite Security	Key cutting x 6	33.00	6.60	39.60
204043	Magicsigns	Signs x 10	737.00	0.00	737.00
204044	Mirage Cleaning Services	Ash Centre Cleaning April	497.47	99.49	596.96
204045	CANX	CANX	0.00	0.00	0.00
204046	Office Team Ltd	DVD discs and staples	41.98	8.39	50.37
204047	Rialtas Business Solutions Ltd	Year end accounts close down	576.00	115.20	691.20
204048	Trade UK	Chain saw gloves	14.16	2.83	16.99
204049	Trade UK	Work trousers x 2	66.65	13.33	79.98
204050	HMRC	HMRC contribution April 2019	3,852.18	0.00	3,852.18
205051	The Surrey Pension Fund	Pension fund contribution April 2019	2,677.83	0.00	2,677.83
205052	Joel Baker	Work and equipment required to move server	2,586.56	517.31	3,103.87
204053	Kebur Garden Materials	Ballast/Cement/Gravel Boards/Fixing Spikes for bin	144.96	29.00	173.96
204054	SSE	Street Lighting April	450.37	90.07	540.44
204055	JP&S Services Ltd	Petrol and Oil April	245.43	49.07	294.50
204056	A Beams	Accountancy Support	226.40	0.00	226.40
204057	Accurate Mechanical	Main Hall Gas Heater Repairs	1,089.48	217.90	1,307.38
204058	Lockrite Security Centre	Combination Padlocks/Keys for Allotments	38.19	7.64	45.83
204059	Joel Baker Computers	Microsoft Licences	1,814.40	362.88	2,177.28
BACS	Southern Asbestos Surveys	Harpers Scout Hut Survey	395.00	79.00	474.00
BACS	Staff	Salaries April	12,682.56	0.00	12,682.56
BACS	TTW Distributions Ltd	Wheel Clamps	175.16	35.03	210.19
DD	Francotyp	Postage download April	100.00	0.00	100.00
DD	N Power	Gas Harpers April	50.06	2.50	52.56
DD	BNP Paribas	Copier rental May to August	902.03	180.41	1,082.44
DD	Francotyp	Franking Machine Rental	53.35	16.67	70.02

Signature of Certification		73,181.98	10,346.00	83,527.98
Chairman of Finance & Administration				
Chairman of the Council		13.05.19		

**MINUTE APPENDIX A**

**A lights has been smashed under the Shawfield Tunnel.**

This will be reported to Surrey County Council.

**White Lane Weak Bridge being used by articulated lorries over the weight limit and vehciles from the Warren Farm development are breaking the Planning Conditions.**

This will be reported to Guildford Borough Council Planning Enforcement Team.

**A wooden post is missing on the verge at the Dovers Arms.**

This will be reported to Guildford Borough Council.

**Signs around the village remain damaged.**

This will be reported to Surrey County Council again.

**Reports of Gulf Air moving to Farnborough Airport.**

Noted.

**A resident read out a letter regarding the impact of flooding from the Warren Farm development.**

This will be reported to Guildford Borough Council Planning Enforcement Team.

**Marks have been made on Foreman Road, presumably in anticipation of the yellow lines being extended.**

Noted.

**Various advertising signs/vehciles are not being enforced.**

This has been addressed by Guildford Borough Council and Surrey County Council.