

ASH PARISH COUNCIL

Minutes of the Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 10 June 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	✓
	Cllr Tony Gorham	✓
	Cllr Nigel Kears	A
	Cllr Mrs Marsha Moseley	✓
	Cllr Mrs Jo Randall	✓
	Cllr Ed Schofield	✓
	Cllr Paul Spooner	A

✓ Present

x Not Present

A Apology for Absence

Part I – Public Session

18. To accept Apologies for Absence. (agenda item 1)

Apologies for absence were received from Cllr Paul Spooner and Cllr Nigel Kears.

19. To receive Declarations of Interest. (agenda item 2)

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

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

The minutes of the Parish Council held on Monday 13 May 2019, copies of which have been circulated to members, were confirmed as a true record and signed by the Chairman of the Council.

21. Chairman's Announcements. (agenda item 4)

All matters that were raised by the public at the last meeting of the Council have been reported to the relevant authority.

A four week road closure from 1 July 2019 for SGN gas works at Lysons Avenue has been advertised. No formal information has been provided to the Council so far.

This year's Ash Village Fete is on Saturday 20 July from 12-4pm. It will be a celebration of the 100th year anniversary of the National Peace Day held on 19 July 1919. There will be additional games and entertainment this year based on feedback from last year.

This year's Ash Music Festival organised by the Lion Brewery is on Saturday 27 July at Harpers Recreation Ground.

22. 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).

23. 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:

Planning	13 May 2019	Minute Number 194 to 203
Planning	28 May 2019	Minute Number 1 to 11
Amenities, Finance and Administration	28 May 2019	Minute Number 1 to 21

24. Monthly Payments List. (*agenda item 7*)

Members received and approved the monthly payments list giving details of the May/June 2019 expenditure as attached at Agenda Appendix B; except for cheque number 204072 for £547.20 to the IDEA which has been cancelled, as the IDEA have now cashed the original cheque which they said they had never received.

25. Grants of Cemetery Rights. (*agenda item 8*)

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

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

26. Internal Audit Report 2018/2019 Final Update. (*agenda item 9*)

Members considered the Internal Audit Report Final Update for 2018/2019 and the Clerk's response to the recommendations raised and it was:

Resolved upon consideration that the Internal Audit Report Final Update for 2018/2019 be noted and the Clerk's response to the recommendations raised be approved.

27. Annual Governance and Accountability Return 2018/2019. (*agenda item 10*)

Members considered the Annual Governance and Accountability Return for the year ending 31 March 2019 and it was:

- i) Section 1: Annual Governance Statement 2018/2019

Resolved upon consideration that the Annual Governance Statement 2018/2019 be approved and adopted.

ii) Section 2: Accounting Statements 2018/2019

Resolved upon consideration that the Accounting Statements 2018/2019 be approved and adopted.

iii) The Period for Public Inspection

It was noted that the period for public inspection will be 17 June to 26 July 2019.

28. Ash Parish Council Standing Orders. (agenda item 11)

Members considered the Ash Parish Council Standing Orders for 2019/2020 and it was:

Resolved upon consideration that the revised Standing Orders be adopted.

29. Ash Parish Council Financial Regulations. (agenda item 12)

Members considered the Ash Parish Council Financial Regulations for 2019/2020 and it was:

Resolved upon consideration that the revised Financial Regulations be adopted.

30. Ash Parish Council Governance and Risk Schedule. (agenda item 13)

Members considered the Ash Parish Council Governance and Risk Register for 2019/2020 and it was:

Resolved upon consideration that the revised Governance and Risk Register be adopted.

31. Ash Parish Council Code of Conduct. (agenda item 14)

Members considered the Ash Parish Council Code of Conduct for 2019/2020. The document is based on the Guildford Borough Council model, as is standard good practice, in order that any twin-hatted Members are not being held to account on two different standards of conduct and it was:

Resolved upon consideration that the revised Code of Conduct be adopted.

32. Concurrent Function Grant Aid 2020/2021. (agenda item 15)

Members considered potential projects for the Concurrent Function Grant applications for 2020/21. The deadline for applications is normally the first week of September. A total scheme limit of £50,000 for any individual parish council has been introduced and it was:

Resolved upon consideration that Members consider potential capital projects for the period April 2020 to March 2021 and advise the Clerk prior to the next Council meeting.

33. Next Meeting. (*agenda item 16*)

The date of the next meeting is the on Monday 8 July 2019 commencing at 7pm or following the close of the Planning Committee meeting if this is later.

The meeting closed at 7.25pm

Chairman: _____

Date: _____

AGENDA APPENDIX A**ASH PARISH COUNCIL****LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS****May 2019**

DATE OF MEETING	MEMBER	MINUTE REF & PAGE NO.	TYPE AND NATURE OF INTEREST
Planning Committee 13 May 2019			No Declarations of Interest.
Planning Committee 28 May 2019			No Declarations of Interest.
Amenities, Finance and Administration 28 May 2019	Cllr Ed Schofield and Cllr Paul Spooner	Minute 11 Page 3 Minute 13 Page 3	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.

PAYMENTS LIST

May/June 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>
204060	Phoenix Keyholding Limited	External Security April 2019	302.40	60.48	362.88
204061	Mr A Beams	Accounts support May 2019	326.40	0.00	326.40
204062	Accurate Mechanical Services	Parts and repairs to Ash Centre gas heating	1,089.48	217.90	1,307.38
204063	Mr B Worswick	Roof and gutter repairs Harpers Scout Hut	550.00	0.00	550.00
204064	D. P. Brookes	Labour and repairs radiators Harpers Scout Hut	75.00	0.00	75.00
204065	Castle Water	Water x 3 invoices	240.98	0.00	240.98
204066	Neil Curtis & Sons	Grave digging services	375.00	0.00	375.00
204067	GLS Educational Supplies	Cleaning materials and stationery	213.18	42.64	255.82
204068	Guildford Borough Council	Temp Events Notice for Village Fete	21.00	0.00	21.00
204069	Hampshire Metalcrafts	Lifting bars for rubbish trolley	175.00	35.00	210.00
204070	Honey Brothers Ltd	Lawn mower/ strimmer parts	107.33	21.46	128.79
204071	T. Hopkins Tree Services	Assessment on a large Poplar Tree at Carrington R	380.00	0.00	380.00
204072	IDEA	Employer link subscription	456.00	91.20	547.20
204073	Interserve	Watersafe Contract Jun to Aug 19	124.64	0.00	124.64
204074	Joel Baker	Server relocation labour 17 to 20 May 19	2,075.00	415.00	2,490.00
204075	JP&S Services Ltd	Petrol & Oil May 19	257.04	51.41	308.45
204076	Kebur Garden Materials	Gravel board & sleepers for memorial gdns	150.28	30.05	180.33
204077	Magicsigns	Banner for Village Fete	182.00	0.00	182.00
204078	Mirage Cleaning Services	Cleaning Ash Centre May 19	497.47	99.49	596.96
204079	Nature in Balance	Mole trapping Harpers Rec	75.00	0.00	75.00
204080	Prime One Maintenance	Routine lighting/cctv maintenance/server relocation	8,499.39	1,639.88	10,139.27
204081	Restore Datashred	25 sacks for confidential waste	65.00	13.00	78.00
204082	S. Groom	Petty Cash May 19	124.29	17.17	141.46
204083	SSALC Limited	Cllrs guide/subscription/Cllrs briefing.	145.31	29.06	174.37
204084	Screwfix	Work trousers/cable ties	77.44	15.49	92.93
204085	Shield Security Services	External security May 19	315.00	63.00	378.00
204086	Splats Entertainment	Childrens entertainer Village Fete	260.00	52.00	312.00
204087	SSE	Street lighting May 19	494.86	98.97	593.83
204088	The Surrey Pension Fund	Feb and Jun 19 Contributions	5,089.02	0.00	5,089.02
204089	HMRC	June Contribution	3,717.78	0.00	3,717.78
	DD N Power	Gas invoice May 19	33.06	1.65	34.71
	DD N Power	Gas invoice May 19	98.68	19.74	118.42
	DD N Power	Gas invoice May 19	106.90	21.38	128.28
	DD N Power	Gas invoice May 19	190.89	38.18	229.07
BACS	Guildford Borough Council	Election costs May 19	400.00	0.00	400.00
BACS	Salaries	Staff salaries May 19	12,404.79	0.00	12,404.79
			39,695.61	3,074.15	42,769.76

Signature of Certification 

Chairman of Finance & Administration

Chairman of the Council..... 

10.06.19

MINUTE APPENDIX A

Public Question Period

- 1. The floodlight on the north side of pedestrain tunnel has been smashed and the drains are flooding during heavy rainfall.**

The responsibility for the floodlight will be identified and reported. The Chairman will inspect the drains when it has stopped raining.

- 2. Ash Station Flooding.**

The Chairman acknowledged that the Network Rail drain under the level crossing has long been damaged but the Clerk will contact Tim Pilbury, Borough Engineer again.

- 3. Congratulations were offered to the new parish councillors and to the re-elected parish and borough councillors.**

The Chaiman thanked the recently retired councillor for the good wishes.

- 4. As the property adjacent to Victoria Hall was for sale, could 24 hour chiming be reinstated to the clock?**

The Chairman suggested any new owner of the property is consulted before this was investigated.