

**ASH PARISH COUNCIL****Minutes of the Meeting of the Amenities, Finance and Administration Committee  
held in the Ash Centre, Ash Hill Road, Ash  
on Monday 22 July 2019 which commenced at 7:00pm**

Chairman:	Cllr Paul Spooner	✓
Vice Chairman:	Cllr Nigel Manning	✓
	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****35. To Accept Apologies for Absence. (agenda item 1)**

Apologies for absence were received from Cllr Martin Burgess who was substituted for by Cllr Graham Eyre.

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

There were no declarations of interest for this meeting.

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

Members agreed the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 24 June 2019. These minutes have been before the full Council at which they were duly considered, approved and adopted.

**38. 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.

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

Members considered and agreed the Council's accounts as at 30 June 2019 (month 3) and noted the variances itemised in the budget monitoring report.

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

Members considered and agreed the bank reconciliations as at 30 June 2019 (month 3).

**41. CCLA Local Authorities Property Fund. (agenda item 7)**

Members noted the CCLA Local Authorities Property Fund Prices and Dividend Yield report for 30 June 2019.

**Item noted.**

**42. Committee Spending Limits. (agenda item 8)**

Members reviewed the Committee and Clerk's spending limits. The figures refer to the spending limits between meetings and without the prior approval of Full Council. Members considered the merged Amenities, Finance and Administration Committee limit staying at £3,000 per month and it was:

***Recommended upon consideration that the following limits be agreed:***

**Amenities, Finance and Administration: £3,000 per month; and  
Clerk: £750.00 per item to a maximum of £3,000 per month.**

**43. Grants of Exclusive Rights in respect of Burials. (agenda item 9)**

The Grants of Exclusive Rights were authorised for:

<b>Deed No.</b>	<b>Deed Applicant</b>	<b>Grave Space</b>
1616	Adrian William Richards	P 227
1617	Georgina Carys Johnson	P 614
1618	David and Milli Loveridge	H 448

**44. Ash Cemetery – Grave Surrender. (agenda item 10)**

To consider buying back the Exclusive Rights of Burial for grave space M 18, deed number 1516 at the cost of £845 which was the purchase price in 2011 of £945, less a £100 admin fee and it was:

***Recommended upon consideration that the matter be deferred as paperwork that was issued for signature along with a request for the original deeds have not yet been returned.***

**45. Gas Monitoring Carrington. (agenda item 11)**

Members considered the quarterly gas monitoring for Carrington Recreation Ground dated 12 June 2019 and it was:

***Recommended upon consideration that the results be noted.***

**46. Christmas Office Opening Hours. (agenda item 12)**

Members considered the office opening hours for Christmas and New Year 2019/2020 and it was:

***Recommended upon consideration that the office opening hours for Christmas and New Year 2019/2020 be agreed.***

**47. Ash Parish Council Calendar of Meetings 2020/21. (agenda item 13)**

Members considered the Calendar of Meetings for the year 2020/21 and it was:

***Recommended upon consideration that the calendar of meetings for 2020/2021 be agreed.***

**48. Tree Survey – Carrington Poplar. (agenda item 14)**

Members considered a quote from T. Hopkins Tree Services to carry out tree works, as set out in the dedicated tree survey dated 26 May 2019, to the large poplar at Carrington Recreation Ground, at a cost of £1,560.00 (Not VAT registered) and it was:

***Recommended upon consideration that a further two quotes be sought and the item be brought back to the next meeting.***

**49. Guildford Young Carers – Request for Funding. (agenda item 15)**

Members considered a request for funding from Guildford Young Carers and it was:

***Recommended upon consideration that the matter be discounted, as the request is no longer required.***

**50. Chairman's Chain of Office. (agenda item 16)**

Members received a verbal report from the Chairman of the Council, Cllr Nigel Manning concerning the restoration of the Chairman's Chain of Office and it was:

***Recommended upon consideration that the Chairman would organise the restoration work for the Chairman's Chain of Office, up to a limit of £2,000 expenditure.***

**51. Events Working Group. (agenda item 17)**

Members noted the minutes of the Events Working Group held on 26 June 2019 as at Appendix A.

**Item noted.**

**52. Correspondence.** *(agenda item 18)*

There was no correspondence.

**53. Date of Next Meeting.** *(agenda item 19)*

It was agreed that the date of the next meeting is **Monday 23 September 2019** commencing at **7.00pm** or following the close of the Planning Committee meeting, if this is later.

*The meeting closed at 7.30pm.*

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

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

## Appendix A

## ASH PARISH COUNCIL

**Minutes of the Events Working Group  
held on 26 June 2019 at the Ash Centre  
commencing at 2pm**

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

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

Apologies for absence were received from Cllr Marsha Moseley.

**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 23 May 2019 were agreed and signed by the Chairman Cllr John Tonks.

**4. Ash Peace Day Celebration Fete – 20 July 2019** (*agenda item 4*)

**Dog Show**

The arrangements were agreed at the last meeting. A side show of a dog agility facility is not available for this year.

**Stalls**

The China Smashing stall holder does raise money for the Phyllis Tuckwell Hospice. Pat has kindly secured the carpet off Vale Furnishers. The fun golf frame will sit on the carpet, which will be cut to size. Rodney the balloon man and Splatts Entertainment (circus skills) are booked. GDPR letters will be handed out on the day for people to allow us to contact them for next year.

**Beer and Wine Tent**

The following will be purchased by John:

- 1 x 20 pint box of Hogs Back Tea
- 2 x 12 bottle cases of Hogs Back Tea
- 50 cans of lager (e.g. Kronenburg)
- 20 cans of cider (e.g. Thatchers)
- 4 x 2 Litre bottles of lemonade (for shandys)
- Richard had checked what soft drinks the Rushmoor Rotary want to sell from the BBQ stall. To be confirmed. Additional drinks/cups to be purchased are:
  - 4 litres each of orange juice and apple juice.
  - 100 x one pint recyclable cups
  - 50 x half pint recyclable cups (John will bring his recycling bin)
  - For the wine we will use the Ash Centre water cups.

- Sarah will bring in a measuring cup for the wine quantities.

**Games, Sweets and Prizes**

There are three Council games: Splat the Rat, Putting, Play Your Cards Right. John had kindly purchased the following:

- 50 model planes
- 50 finger lights
- 50 toys
- The 4 boxes of 100 packets of Haribo are still to be purchased.

The Council games will be run by Councillors and a few more volunteers are needed. Everyone can have sweets for participating and a prize for actually winning.

**Budget**

The budget offers a framework to help make spending decisions in future. We may be able to spend more on the Fete next year.

**Tea Towels**

The tea towels are ordered. 250 to be sold at £3 each. The copyright belongs to the Council. Floats will be needed for where they are sold from (beer tent and museum). Copies of the programme to be displayed at various locations on the day.

**Timing**

Staff will arrive from approx. 9.30am to start erecting the beer tent and arena as a priority. The field will be marked out the day before. John will measure the ground and take pictures on the day. The drinks will be chilled the day before. The fridge will be used in the beer tent again.

**Poppies**

The poppies are all made and the names embroidered. A large map will pinpoint where the fallen soldiers lived. Jo will liaise with Sarah over how they will be hung. Local school children have been involved in the process and will be displaying their art work around the parish.

**Publicity**

Graham is promoting the event through the usual channels and will investigate setting up a page on facebook.

**5. Other 2019 Events (agenda item 5)**

There is no Ash In Bloom in 2019.  
Remembrance Sunday – 10 November 2019.  
Fantasia – 30 November 2019.  
Band Concert – The ticket prices will be £10 in advance and £12 on the door. The Mayor will be formally invited.

**6. Date of Next Meeting (agenda item 6)**

The date of the next meeting is 13 August 2019 from 2-3pm. The meeting closed at 3.15pm.

Signed .....  
Date .....