

ASH PARISH COUNCIL

Minutes of the Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 8 July 2019 which commenced at 7pm

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

✓ Present

x Not Present

A Apology for Absence

Part I – Public Session

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

Apologies for absence were received from Cllr Martin Burgess, Cllr Tony Gorham and Cllr Marsha Moseley.

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

The Local Code of Conduct – Disclosure of Interests for Committee Meetings held during June 2019 as indicated at Agenda Appendix A were noted.

A non-pecuniary declaration of interest was received from Cllr Ed Schofield for agenda item 13 relating to Harpers Recreation Ground Scout Hut.

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

The minutes of the Parish Council held on Monday 10 June 2019, copies of which have been circulated to members, were confirmed as a true record and signed by the Chairman of the Council.

37. 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. In addition:

The double yellow lines “temporary prohibition of waiting at any time” have been agreed by Surrey County Council for part of Foreman Road from 6 July 2019 for eighteen months.

Surrey County Council have imposed a temporary north-westbound one way system in the entire length of Lysons Avenue (B3166), Ash Vale for gas main replacement works. These works are anticipated to be carried out within 1 month of the 6 month period of operation of the temporary order that commenced on 1 July 2019.

Bewley Homes has requested a temporary closure order on Footpath Nos. 349 & 351 (Ash) on the grounds of public safety due to construction work.

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.

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

38. 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).

39. 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	10 June 2019	Minute Number 12 to 18
Planning	24 June 2019	Minute Number 19 to 26
Amenities, Finance and Administration	24 June 2019	Minute Number 22 to 34

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

Members received and approved the monthly payments list giving details of the June/July 2019 expenditure as attached at Agenda Appendix B.

41. 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
1615	Mairwen Mundy	J 304

42. Health and Safety Policy. (*agenda item 9*)

Members considered the revised Ash Parish Council Health and Safety Policy and it was:

Resolved upon consideration that the Health and Safety Policy be adopted.

43. Insurance Renewal. (*agenda item 10*)

Members considered a report to agree the Council's Insurance provider for 1 August 2019 to 31 July 2022 and it was:

Resolved upon consideration that Zurich Municipal be appointed to provide the Ash Parish Council Insurance for a three year term from 1 August 2019 at a cost of £8,346.94 for the first year (including all taxes).

44. Ash Cemetery - Deed for Use of Surrey County Council Foul Drain. (agenda item 11)

Members considered a report outlining the Heads of Terms for the Deed agreement with Surrey County Council for permission to use the foul drain sited on the Ash Grange School site for the new Cemetery WC sewerage and authorise the Clerk and two Councillors to sign the Deed and it was:

Resolved upon consideration that:

- i. the Heads of Terms for a Deed with Surrey County Council, to use their foul drain on the adjacent Ash Grange Primary School site for the new Cemetery WC be agreed;**
- ii. the £1,050 Surrey County Council costs and the Ash Parish Council legal fees of £1,663 be approved; and**
- iii. the Chairman, a Councillor and Clerk be authorised to sign the Deed agreement of behalf of Ash Parish Council.**

45. New CCTV Camera – Ash Cemetery. (agenda item 12)

Members considered quote from Prime One Maintenance Ltd for a new CCTV camera at Ash Cemetery at a cost of £5,826.84 (+£1,165.38 VAT = £6,992.22). The purchase of a camera was agreed in principle at the Amenities, Finance and Administration Committee meeting on 25 February 2019 and it was:

Resolved upon consideration that the quote from Prime One Maintenance Ltd for a new CCTV camera at Ash Cemetery at a cost of £5,826.84 (+£1,165.38 VAT = £6,992.22) be approved.

46. Harpers Road Scout Hut - Request from Totterdown Pre School. (agenda item 13)

Members considered a request from Totterdown Pre School to decorate the Scout Hut internally and externally and erect an outdoor shelter and it was:

Resolved upon consideration that the request from Totterdown Pre School to decorate the Scout Hut internally and externally and erect an outdoor shelter be approved in principle, subject to planning permission for the outdoor shelter if required, and a method statement on the intended ways of carrying out the works being submitted to the Council for approval.

47. Application to Vary Premises Licence – The Admiral Public House (Napiers). (agenda item 14)

Members considered an application to vary a premises licence at the Admiral Public House (Napiers), Vale Road and it was:

Resolved upon consideration that the comments of residents and Councillors be noted and that those wishing to object to the variation in the Licence should write to Guildford Borough Council before the new deadline of 30 July 2019.

48. Concurrent Function Grant Aid Applications for 2020/2021. (agenda item 15)

Members considered potential projects for the Concurrent Function Grant applications for 2020/21 and it was:

Resolved upon consideration that the following schemes be considered for concurrent function grants at the September Council meeting:

Street Lighting Replacement Programme - £25,000

***Play Area Equipment Replacement (including Ash Hill Rec) to be confirmed; and
The Clerk to request a list of bins/dog bins in Ash Rowan Ward for consideration.***

49. Correspondence. (agenda item 16)

Members noted a thank you email from Shawfield Primary School for the free use of the Ash Hill Recreation Ground for their School sports day.

50. The date of the next meeting is **Monday 9 September 2019 at 7pm or following the close of the Planning Committee if this is later**

The meeting closed at 7.55pm

Chairman: _____

Date: _____

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

DATE OF MEETING	MEMBER	MINUTE REF & PAGE NO.	TYPE AND NATURE OF INTEREST
Planning Committee 10 June 2019			No Declarations of Interest.
Planning Committee 24 June 2019			No Declarations of Interest.
Amenities, Finance and Administration 24 June 2019			No Declarations of Interest.

AGENDA APPENDIX B

PAYMENTS LIST

June/July 2019

Agenda Appendix B

Chq No.	Payee	Service	Net	V.A.T	Total
204090	Surrey Fire Protection	Harpers fire risk assessment	295.00	59.00	354.00
204091	Wild About Water	Water dispenser rental July to Sept	96.76	19.35	116.11
204092	WJ Fire	Annual fire extinguisher test Ash Centre	353.40	70.68	424.08
204093	Accordial	Annual service movable walls Ash Centre	410.00	82.00	492.00
204094	Auditing Solutions Ltd	Internal audit 2018-19	430.00	86.00	516.00
204095	CANX	CANX	0.00	0.00	0.00
204096	Castle Water	Water - Carrington/Allots/Ash Centre	288.17	0.00	288.17
204097	Geosphere Ltd	Parish Online subscription 2019/2020	210.00	42.00	252.00
204098	Electric Centre	LED lamps and tubes	49.65	9.93	59.58
204099	HHGL	Manure for flowerbeds/hooks/screws	317.14	63.46	380.60
204100	Nurture	Grass cutting Cemetery April	1,110.00	222.00	1,332.00
204101	Prime One Maintenance	Routine lighting/CCTV maintenance	3,920.03	784.00	4,704.03
204102	Surrey Shield Services Ltd	External Security May	312.20	62.44	374.64
204103	Deepa Scaria	Hall Hire deposit refund	240.00	0.00	240.00
204104	Amy Thompson	Shawfield 17a allot deposit refund	25.00	0.00	25.00
204105	Old School (Longcross) Ltd	Repairs to transit van rear door glass- NJ10 ZXH	122.00	24.40	146.40
204106	Guildford Borough Council	Refuse collection/ Harpers/Cemetery/Ash Centre	921.00	4.50	925.50
204107	A. Beams	Accountancy support June 2019	151.40	0.00	151.40
204108	Apple Environmental	Gas monitoring Carrington	250.00	50.00	300.00
204109	D.P. Brookes	New water heater APC work shop	440.00	0.00	440.00
204110	Fresh Acres Nursery	Summer bedding and hanging baskets	4,884.00	976.80	5,860.80
204111	Guildford Borough Council	Street trading consent fee Village Fete	21.00	0.00	21.00
204112	CANX	CANX	0.00	0.00	0.00
204113	FTH Hire	Tower for hedge trimming	40.00	8.00	48.00
204114	HHGL	Manure for flowerbeds/netting	25.58	5.12	30.70
204115	John Hurr	Tea towel design for Village Fete	250.00	0.00	250.00
204116	Mirage Cleaning Services	Cleaning Ash Centre June 2019	497.47	99.49	596.96
204117	Russell Leisure Ltd	Play Equipment Carrington Rec	6,187.50	1,237.50	7,425.00
204118	Safety Signs 4 Less	Various safety signs Ash Centre	250.50	50.10	300.60
204119	SSE	Street lighting June 2019	420.71	84.14	504.85
204120	Wheelers Solicitors	Ash Cemetery and Ash Grange School - foul drains	1,547.50	309.50	1,857.00
204121	W. J. Fire	Fire Extinguishers /Emergency Light replacements	296.67	59.33	356.00
204122	Mrs A Silver	Grave surrender M 133 M 155	2,100.00	0.00	2,100.00
204123	Mr D. Hynd	deposit refund hall hire	250.00	0.00	250.00
204124	The Surrey Pension Fund	June 2019 contribution	2,617.11	0.00	2,617.11
204125	HMRC	June 2019 contribution	3,759.11	0.00	3,759.11
204126	Team Medic	First Aid cover Village Fete	190.00	38.00	228.00
204127	Office Team Ltd	Stationery/ink cartridges	190.00	38.00	228.00
204128	Shield Security Ltd	External Security June	277.20	55.44	332.64
204129	Owen Shipp Commercial	Lease Rent Renewals	1,250.00	250.00	1,500.00
204130	Surrey County Council	Surrey History Centre Archives	1,500.00	0.00	1,500.00
DD	BT	Phone/ Broadband Mar to June 2019	789.06	157.81	946.87
DD	Insight Systems Ltd	Photocopying April to July 2019	175.13	35.02	210.15
DD	Francotyp Postalia Ltd	Postage download	100.00	0.00	100.00
BACS	Salaries	Staff salaries June 2019	12,577.58	0.00	12,577.58
			TO1 50,137.87	4,984.01	55,121.88

Signature of Certification Chairman of Finance & Administration Chairman of the Council.....  08.07.19

MINUTE APPENDIX A**Public Adjournment**

The following items were raised by members of the public:

1. **A resident of Vale Road set out their concerns about the possible effects of the re-opening, and the application to vary the premises Licence, for the Napier Pub.**

A long discussion ensued. The Chairman concluded that any objections to the Licence variation should be put in writing to Guildford Borough Council.

2. **A resident reported the utility trench outside the Ash Street Co-Op has not been made good.**

The Chairman confirmed this will be reported to Surrey County Council.

3. **A resident of Ash Grange Road reported the weeds on Shawfield Road were in a poor state.**

The Chairman confirmed this will be reported to Guildford Borough Council. It was noted that the Borough Council was intending to debate a motion regarding weed killing.

4. **A resident reported the flood-light on the north side of the Shawfield Road Pedestrian Tunnel was still broken.**

The Chairman confirmed this will be reported to Guildford Borough Council again.

5. **A resident of Gorselands Close reported the differing surface repairs on Vale Road and the need for repairs to the speed cushion between the Horseshoe Lane entrances.**

The Chairman confirmed this will be reported to Surrey County Council.

6. **A resident of Foreman Park complained about the grass cutting on the field at the back of Collins Gardens.**

The Chairman confirmed this will be reported to Guildford Borough Council.

7. **A resident requested an update on the Ash Rail Bridge project.**

Cllr Paul Spooner gave an update on the Guildford Borough Council position.