

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 23 September 2019 which commenced at 7:08pm**

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

✓ Present

x Not Present

A Apology for Absence

In the absence of the Chairman Cllr Paul Spooner and the Vice Chairman Cllr Nigel Manning, Cllr Mrs Jo Randall proposed that Cllr Martin Burgess chair the meeting. This was seconded by Cllr Graham Eyre.

Part I – Public Session**54. To Accept Apologies for Absence. (agenda item 1)**

Apologies for absence were received from Cllr Paul Spooner, Cllr Nigel Manning, Cllr Andrew Gomm and Cllr Tony Gorham. Cllr Graham Eyre and Cllr Mrs Jo Randall were substitutes.

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

There were no declarations of interest for this meeting.

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

Members agreed the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 22 July 2019. These minutes have been before the full Council at which they were duly considered, approved and adopted.

57. 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.

58. Monthly Accounts. (agenda item 5)

Members considered and agreed the Council's accounts as at 31 July 2019 (month 4) and 31 August (month 5).

59. Bank Reconciliation. (agenda item 6)

Members considered and agreed the bank reconciliations as at 31 July 2019 (month 4) and 31 August (month 5).

60. Grants of Exclusive Rights in respect of Burials. (agenda item 7)

The Grants of Exclusive Rights were authorised for:

Deed No.	Deed Applicant	Grave Space
1619	Esther Cooper	K 647

61. External Audit Report for Year to 31 March 2019. (agenda item 8)

Members considered the report of the external auditor in respect of the year to 31.03.2019 and noted any formal recommendations for action and it was:

Recommended upon consideration that the external auditor's report in respect of the year to 31.03.2019, that contained no recommendations for action, be agreed. The Chairman thanked the staff team for the clean report.

62. Blackwater Valley Countryside Partnership. (agenda item 9)

Members considered the annual partnership contribution to the Blackwater Valley Countryside Partnership for the sum of £500 and it was:

Recommended upon consideration that the annual partnership contribution to the Blackwater Valley Countryside Partnership for the sum of £500 be agreed.

63. Shawfield Allotments – Requests for Sheds. (agenda item 10)

Members considered applications for 2 sheds on Plot 17A and Plot 17B at Shawfield Allotments (the dimensions are both within the permitted sizes) and it was:

Recommended upon consideration that the applications for 2 sheds on Plot 17A and Plot 17B at Shawfield Allotments be agreed.

64. Surrey Crime and Disorder Information Sharing Protocol Consultation Draft.
(agenda item 11)

Members considered the draft consultation version of the Surrey Crime and Disorder Information Sharing Protocol and potential authorised signatories and designated officers for the roles of Chief Executive and Information Lead and Designated Officers; and it was:

Recommended upon consideration that Members feed back any comments to the Clerk before the 11 October deadline and that the decision on the authorised signatories and designated officers be delegated to the Clerk in consultation with the Chairman of the Council.

65. Newsletter Working Group. (*agenda item 12*)

Members noted the minutes of the Newsletter Working Group of 21 January 2019 as at Appendix A.

Item noted.

66. Correspondence. (*agenda item 13*)

There was no correspondence.

67. Date of Next Meeting. (*agenda item 14*)

The date of the next meeting is **Monday 28 October 2019** commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

The meeting closed at 7:15pm

Chairman: _____

Date: _____

Appendix A

ASH PARISH COUNCIL

**Minutes of the Newsletter Working Group
held on Tuesday 21 January 2019 at the Ash Centre
commencing at 2pm**

Present:

- Cllr Marsha Mosely (Chairman) ✓
- Cllr Laurence Armes ✓
- Graham Bidwell ✓
- Sarah Groom A

1. To receive Apologies for Absence

Apologies for absence were received from Sarah Groom.

2. To receive Declarations of Interest

There were no declarations of interest.

3. Confirmation of Previous Minutes

The minutes of the previous meeting held on Tuesday 17 April 2018 were agreed as an accurate record and duly signed by the Chairman.

4. To Discuss the Future of the Newsletter

Following receipt of 27 replies to the Consultation that was undertaken in the 2nd edition of 2018 newsletter, and the fact that only one respondent was in favour of keeping a printed copy, it was agreed that the Parish Newsletter, "Parish Matters" would become a digital version with effect from the first edition of 2019.

5. Confirmation of Publication Date for the First Issue for 2019

The publication date for the first issue of the newsletter was to be as soon as possible. A draft copy will be circulated to the Working Group Members for approval.

6. Articles and Layout for the First Issue for 2019

The following articles were suggested for the first issue of 2019:

- The change over to a digital edition;
- Electoral Registration;
- Details of the village fete;
- Article re The Ashes Good Neighbours.

7. Date of Next Meeting

The date of the next meeting is to be agreed.

The meeting closed at 2.20pm.

Signed

Date