

ASH PARISH COUNCIL

Minutes of the Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 9 September 2019 which commenced at 7pm

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

✓ Present

x Not Present

A Apology for Absence

Part I – Public Session

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

Apologies for absence were received from Cllr Jo Randall, Cllr Helen Gorham and Cllr John Tonks.

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

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

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

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

54. 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:

Extended Bus Service Tongham to FPH

From 2 September 2019 Stagecoach Existing bus service 41 which links Ash and Ash Vale with North Camp and Farnborough, has been revised to include Tongham, by running an anti-clockwise extension from Ash ("Greyhound" Roundabout), via Aldershot Road, Oxenden Road and Manor Road. From Farnborough, the route will be extended to Frimley Park Hospital.

Remembrance Sunday

This year Remembrance Sunday will be on 10/11/19 and as usual the parade will leave the Ash Centre at approx. 10.30 to be at the War Memorial before 11am.

Ash Road Bridge

The Planning Application for the new road bridge over the railway at Ash Station is currently out for consultation and the Chairman asked members of the public to write in support of the application if they support it, as there will likely be a number of objections submitted.

Fun Fair at Ash Recreation Ground

The John Davis Fun Fair is arriving at Ash Recreation Ground and will be operational from Friday 13 to Sunday 15 September 2019.

55. 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).

56. 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	8 July 2019	Minute Number 27 to 34
Planning	22 July 2019	Minute Number 35 to 42
Amenities, Finance and Administration	22 July 2019	Minute Number 35 to 53
Planning	12 August 2019	Minute Number 43 to 50
Planning	27 August 2019	Minute Number 51 to 57

57. Monthly Payments List. (agenda item 7)

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

58. 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
1616	Adrian William Richards	P 227
1617	Georgina Carys Johnson	P 614
1618	David and Milli Loveridge	H 448

59. Ash Cemetery – Grave Surrender. (agenda item 9)

Members considered 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 (deferred from the Amenities, Finance and Administration Committee meeting of 22 July 2019) and it was:

Resolved upon consideration that buying back the Exclusive Rights of Burial for grave space M 18, deed number 1516 at the cost of £845 be approved.

60. Local Government Pension Scheme – Discretions Policy. (agenda item 10)

Members considered a revised Ash Parish Council Pensions Discretion Policy. It is a requirement that all employing authorities publish and regularly review a discretion policy under the Local Government Pensions Scheme regulations and it was:

Resolved upon consideration that revised Ash Parish Council Pensions Discretion Policy be approved.

61. Storage Provision – Carrington Recreation Ground Depot. (agenda item 11)

Members considered a report on the current storage provision at Carrington Recreation Ground and it was:

Resolved upon consideration that the removal of the black shipping container and two portacabin changing rooms at a cost of £5,800 plus VAT and the sale of the Nifty Lift including its removal from the Asset Register, be approved.

62. Concurrent Function Grant Aid Applications for 2020/2021. (agenda item 12)

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

Resolved upon consideration that the following applications be agreed:

Priority One – Play Area Surfacing Total £15,000 – Apply for £6,000

Priority Two – Play Equipment at Ash rec Total £5,000 – Apply for £2,500

Priority Three – Security Fencing Total £10,000 – Apply for £5,000

Priority Four – Street Light Replacement Programme Total 20,000 – Apply for £7,000

63. Horseshoe Lane – New Street Bollard Request. (agenda item 13)

Members considered a quote from Prime One Maintenance Ltd. (QT/KT/966) for a street lighting bollard to be installed in Horseshoe Lane following a request from the Horseshoe Residents Association, at a cost of £1,222 + £244.40 VAT = £1,466.40 and it was:

Resolved upon consideration that the quote from Prime One Maintenance Ltd. (QT/KT/966) for a street lighting bollard to be installed in Horseshoe Lane, at a cost of £1,222 plus VAT, be approved.

64. Tree Survey – Carrington Poplar. (agenda item 14)

Members considered three quotes to carry out works to reduce the crown of the large hybrid poplar tree at Carrington Recreation Ground, as set out in the tree survey dated 26 May 2019. The lowest quote is from Dryad Tree Specialists for £1,250 plus VAT and it was:

Resolved upon consideration that the lowest quote to carry out works to reduce the crown of the large hybrid poplar tree at Carrington Recreation Ground from Dryad Tree Specialists for £1,250 plus VAT be approved.

65. Winter Bedding Plants. (agenda item 15)

Members noted the costs for the winter bedding plants that have been already been ordered to meet necessary deadlines at a cost of £964.10 for 4,020 plants.

Item Noted.**66. Order of Service for Remembrance Sunday 2019. (agenda item 16)**

Members considered the Order of Service for the Remembrance Sunday service on 10 November 2019 at the Ash War Memorial and it was:

Resolved upon consideration that the Order of Service for the Remembrance Sunday service on 10 November 2019 be approved.

67. Members Allowances. (agenda item 17)

Members considered the questionnaire from Guildford Borough Council concerning Members' Allowances and noted the deadline for responses of 30 September 2019 and it was:

Resolved upon consideration that the response will state that Members agreed they do not wish to receive allowances.

68. Surrey Association of Local Council's (SALC) Health and Wellbeing Survey. (agenda item 18)

Members considered a SALC parish and town council survey to encourage local councils into becoming more involved in local Health and Wellbeing issues. The deadline is 28 September 2019 and it was:

Resolved upon consideration that the response will state that Members appreciate the principle behind the issue but the questionnaire does not reflect the positive discussion that was intended to be had.

69. Street Lighting Unmetered Electricity Supply. (agenda item 19)

Members considered a report on the unmetered supply of electricity to the street lights to commence 11 September 2019 and it was:

Resolved upon consideration that the supply of un-metered electricity for the Ash Parish Council's street lights be agreed with SSE on a one-year fixed rate plan at a cost of approx. £17,219 per annum; with the decision be delegated to the Clerk in consultation with the Chairman of the Council, due to the immediate nature of the decision required to secure the best supply rate.

70. Correspondence. (agenda item 20)

Following the Council's response to a consultation document in South East Water had written to advise the Council that a new Water Resources Management Plan 2020-2080 had been agreed and was available to view on their website.

71. Next Meeting. (agenda item 21)

The date of the next meeting is **14 Monday October 2019 at 7pm** or following the close of the Planning Committee if this is later.

Public Bodies (Admission to Meetings) Act 1960. (Omitted from Agenda)

Members agreed the following resolution in accordance with the provision of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960. "That the:

Press and Public be excluded from this meeting during the discussion of any matters arising in connection with the remaining items in the Agenda, on the grounds that by reason of the confidential nature of the business to be transacted publicity would be prejudicial to the public interest.

Part II – Private Session

72. Ash Centre Lease Renewal – Citizens Advice Bureau. (agenda item 22)

Members considered a report on the proposed Heads of Terms and proposed rent, in order to commence the Lease agreement negotiations with Ash Citizens Advice Bureau, for 1 April 2020 and it was:

Resolved upon consideration that the proposed Heads of Terms and proposed rent be approved, to commence negotiations with Ash Citizens Advice Bureau, but for a five year Lease agreement (instead of seven) starting 1 April 2020.

The meeting closed at 7.53pm

Chairman: _____

Date: _____

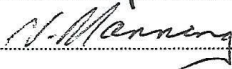
AGENDA APPENDIX A**ASH PARISH COUNCIL****LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS****July/August 2019**

DATE OF MEETING	MEMBER	MINUTE REF & PAGE NO.	TYPE AND NATURE OF INTEREST
PLANNING 8 July 2019			None.
PLANNING 22 July 2019			None.
AMENITIES, FINANCE AND ADMINISTRATION 22 July 2019			None.
PLANNING 12 August 2019			None.
PLANNING 27 August 2019			None.

AGENDA APPENDIX B

PAYMENTS LIST

PAYMENTS LIST		July/August 2019	Agenda Appendix B		
Chq No.	Payee	Service	Net	V.A.T	Total
204131	Castle Water	x 3 Invoices	398.84	0.00	398.84
204132	Cathedral Leasing Ltd	Annual hygiene equipment & servicing contract	1,430.04	286.01	1,716.05
204133	Neil Curtis	Grave digging x 3	665.00	0.00	665.00
204134	Fairway Paving	Works Harpers Rec car park	1,200.00	240.00	1,440.00
204135	G Force	Tyre	65.00	13.00	78.00
204136	GLS	Cleaning materials	178.12	35.35	213.47
204137	G. Greaves- Hurd	Replace flood light at Harpers Rec	90.00	0.00	90.00
204138	JP & S Services	Petrol June 2019	150.66	30.13	180.79
204139	Nurture Landscapes	Grass cutting cemetery x 2	2,220.00	444.00	2,664.00
204140	Office Team	Tea bags/ copier paper	98.83	15.14	113.97
204141	The Play Inspection Company	Annual play equipment inspection x 6 sites	345.00	69.00	414.00
204142	Prime One Maintenance	Routine lighting & CCTV maintenance July 2019	3,920.03	784.00	4,704.03
204143	Restore Datashred	Removal of confidential waste from AC	117.50	23.50	141.00
204144	Safety First Aid	Plasters - assorted for AC First Aid Box	69.00	13.80	82.80
204145	Stuart Morris Textiles	Tea towel printing for Village Fete	444.50	88.90	533.40
204146	Westotec Ltd	Replacement Battery for VAS sign	87.50	17.50	105.00
204147	WJ Fire Ltd	Fire alarm equipment for new kitchen zone	388.00	77.60	465.60
204148	Zurich Municipal	APC Insurance Renewal 2019/20	7,175.36	1,171.58	8,346.94
204149	Colwend Hygiene Services	Cleaning PTS for Village Fete	150.00	0.00	150.00
204150	Accurate Mechanical Services	New boiler controls Ash Centre	153.00	30.60	183.60
204151	Andrew Duncan Hynd	Dep refund replaces chq 204123	250.00	0.00	250.00
204152	Accurate Mechanical Services	Repairs to AC System	165.00	33.00	198.00
204153	Emo Oil	Gas Oil	492.00	24.60	516.60
204154	Fleet Line Markers	Line marking paint	178.48	35.70	214.18
204155	GLS Office Supplies	Stationery and cleaning equipment	63.68	12.73	76.41
204156	Homebase	Miracle Grow and sticky tape	76.42	15.28	91.70
204157	CANX	CANX	0.00	0.00	0.00
204158	Mirage Cleaning Services	Cleaning services Ash Centre July 2019	497.47	99.49	596.96
204159	Neil Curtis Funerals	Grave digging service x 1	260.00	0.00	260.00
204160	Nurture Landscapes Ltd	Grass cutting cemetery	1,110.00	222.00	1,332.00
204161	Shield Security Services Ltd	External security July 2019	296.10	59.22	355.32
204162	South East Water	Water Harpers Rec	52.99	0.00	52.99
204163	Treasured Memories	Temporary Memorial - cemetery	39.75	7.95	47.70
204164	Viking	Stationery equipment	65.97	15.45	81.42
204165	WJ Fire Ltd	Fit emergency escape bolt exit door Ash Centre	70.49	14.10	84.59
204166	Sandhurst Drum Corps	Donation for Village Fete attendance	200.00	0.00	200.00
204167	HMRC	July 2019 contribution	3,880.09	0.00	3,880.09
204168	Surrey Pension Fund	July 2019 contribution	2,673.19	0.00	2,673.19
204169	Castle Water	Water PTS July 2019	12.25	0.00	12.25
204170	Castle Water	Water Ash Centre/Carrington July 2019	242.92	0.00	242.92
204171	Joel Baker	GDPR set ups and meetings	550.00	110.00	660.00
204172	JP & S Services	Petrol/ July 2019	248.83	49.77	298.60
204173	HHGL Homebase	Hard as nails glue plus gun	19.66	3.94	23.60
204174	Kebur Garden Materials	6 Post mix bags	26.80	5.36	32.16
204175	Prime One Maintenance	Lighting and CCTV maintenance contracts	3,920.03	784.00	4,704.03
204176	Sarah Groom Petty Cash	Petty Cash	103.66	11.41	115.07
204177	Restore datashred	Off paper shredding x 5 25 sacks delivered	65.00	13.00	78.00
204178	Viking Direct	Stationery	32.94	7.76	40.70
204179	WJ Fire Ltd	Annual extinguisher service/fire alarm service	283.80	56.76	340.56
204180	The Surrey Pension Fund	August 2019 Contribution	2,790.07	0.00	2,790.07
204181	HMRC	August 2019 Contribution	3,876.28	0.00	3,876.28
204182	Honey Brothers Ltd	Shredder blade/Oil & parts/Cutter bar/labour	233.66	46.73	280.39
204183	GLS Educational Supplies	Cleaning materials	152.91	30.58	183.49
204184	Kebur Garden Materials	4 packs woven membrane	149.83	29.97	179.80
204185	Trade UK (Screwfix)	Masking tape	7.46	1.49	8.95
204186	SSALC	Councillors briefing- sept 2019	140.00	28.00	168.00
204187	SUEZ	Recycling tyres	255.00	51.00	306.00
204188	Pirbright Electrical	Electrical testing Scout Hut	250.00	50.00	300.00
204189	T. Hopkins	Priority tree works 2018/19	1,110.00	0.00	1,110.00
DD	Francoyp Postalia Ltd	Postage download	100.00	0.00	100.00
DD	Francoyp Postalia Ltd	Franking machine rental Aug to Nov 2019	58.35	11.67	70.02
BACS	Salaries	Salaries July 2019	12,747.85	0.00	12,747.85
BACS	Salaries	Salaries Aug 2019	12,618.29	0.00	12,618.29
BACS	Guildford Borough Council	Rates Ash Centre/Cemetery 1/2 yr	4,606.08	0.00	4,606.08
BACS	John Tonks	Village Fete expenses	174.18	34.94	209.02
			74,493.86	5,206.01	79,699.87

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

09.09.19

MINUTE APPENDIX A

PUBLIC ADJURNMENT

The following items were raised by members of the public:

- 1. The Street Name Plates Outside No. 1 Grange Farm Road and Winchester Road are damaged.**

This will be reported to Guildford Borough Council.

- 2. The Shawfield Road Grit Bin Near Japonica Court is Still Damaged.**

This has been reported to Surrey County Council and they have confirmed it will be replaced before the end of September 2019.

- 3. The Level Crossing at Ash Station has a trip hazard for pedestrians.**

This will be reported to Network Rail.

- 4. Inspection Covers are Damaged at Chester Road Phone Box and Grange Lea on Foreman Road.**

This will be reported to

- 5. The Culvert was Cleared in Chester Road but the Debris Left in Situ.**

This will be reported to Surrey County Council.

- 6. The Wooden Posts at the Dover Garage, One is Missing, Three Need Re-Setting.**

This will be reported to Guildford Borough Council.

- 7. The Recent Works at Lysons Avenue (Gas?) have Been Left in a Mess.**

This will be reported to Surrey County Council.