

## **ASH PARISH COUNCIL**

### **Minutes of the Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 9 December 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	A
	Cllr Tony Gorham	A
	Cllr Nigel Kearse	✓
	Cllr Mrs Marsha Moseley	✓
	Cllr Mrs Jo Randall	✓
	Cllr Ed Schofield	✓
	Cllr Paul Spooner	A

✓ Present

x Not Present

A Apology for Absence

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#### **Part I – Public Session**

**106. To accept Apologies for Absence. (agenda item 1)**

Apologies for absence were received from Cllr Paul Spooner, Cllr Martin Burgess, Cllr Helen Gorham and Cllr Tony Gorham. Cllr Andrew Gomm arrived during Item 5.

**107. To receive Declarations of Interest. (agenda item 2)**

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

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

The minutes of the Parish Council held on Monday 11 November 2019, copies of which have been circulated to members, were confirmed as a true record and signed by the Chairman of the Council.

**109. 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. The Chairman thanked those supporting the Christmas Fantasia on 30 November 2019. Network Rail have announced a number of overnight road closure for repairs to Ash Station level crossing. SCC have announced road closures for Foreman Road and Lakeside Road.

**110. 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).***

**111. 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:

<b>Planning</b>	<b>11 November 2019</b>	<b>Minute Number 88 to 94</b>
<b>Planning</b>	<b>25 November 2019</b>	<b>Minute Number 95 to 102</b>
<b>Amenities, Finance and Administration</b>	<b>25 November 2019</b>	<b>Minute Number 93 to 107</b>

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

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

**113. Fourth Draft Budget 2020/2021. (agenda item 8)**

Members considered a report regarding the fourth draft budget for 2020/2021 and it was:

***Resolved upon consideration that the fourth draft budget for 2020/2021 be approved and the confirmation of the Council Tax Base figure from Guildford Borough Council be noted.***

**114. New Ex-Shipping Container – Carrington Recreation Ground. (agenda item 9)**

Members considered a report regarding the purchase of a new ex-shipping container to provide storage provision at Carrington Recreation Ground and it was:

***Resolved upon consideration that:***

- i) the quote from Cleveland Containers to purchase a new 40ft shipping container for at a cost of £9,940 + £1,988 VAT = £11,928 be agreed;***
- ii) the associated ground works at a cost of £1,000 + £200 VAT = £1,200 be agreed, and***
- iii) a planning application be submitted as required.***

**115. Kitchen Replacement - Harpers Road Recreation Ground Scout Hut. (agenda item 10)**

Members considered a report to replace the kitchen at the Harpers Road Recreation Ground Scout Hut and it was:

***Resolved upon consideration that the quote for the replacement of the kitchen at the Harpers Road Recreation Ground Scout Hut at a cost of £5,069.62 + £1,013.92 VAT = £6,083.54 be agreed.***

**116. Replacement Entrance Doors – Ash Centre. (agenda item 11)**

Members considered a report to replace the main entrance doors to the Ash Centre and it was:

***Resolved upon consideration that the quote from PROAXS Solutions at a cost of £5,840.45 + £1168.09 VAT = £7,008.54 to replace the entrance doors to the Ash Centre be agreed.***

**117. Play Area Equipment Repairs – Harpers and Carrington Recreation Grounds. (agenda item 12)**

Members considered quotes from HAGS/SMP Playgrounds Ltd and Sutcliffe Play for the repairs to play equipment, manufactured by them, at a total cost of £3,743.32 + £748.66 VAT = £4,491.98 and it was:

***Resolved upon consideration that following quotes be agreed:***

- i) HAGS/SMP: Harpers Recreation Ground (£2,867+ £573.40 VAT = £3,440.40)***
- ii) Sutcliffe Play: Carrington Recreation Ground (£876.32 + £175.26 VAT=£1,051.58)***

**118. Employment/Human Resources Sub Committee. (agenda item 13)**

Members considered forming an Employment/Human Resources Sub Committee, its terms of reference and the amount of any budget that should be allocated to the Committee and it was:

***Resolved upon consideration that an Employment/Human Resources Sub Committee be formed with the Terms of Reference as agreed, with a budget of up to £5,000 spend per annum and with the following Members to serve upon the Committee: Cllr John Tonks, Cllr Paul Spooner, Cllr Marsha Moseley, Cllr Jo Randall and Cllr Graham Eyre.***

**119. Review of Local Authorities (Members' Allowances) (England) Regulations 2003. (agenda item 14)**

Members considered the report of an independent panel appointed by Guildford Borough Council, to conduct a review of Local Authorities (Members' Allowances) (England) Regulations and it was:

***Resolved upon consideration that the report be noted.***

**120. Correspondence. (agenda item 15)**

There was no correspondence.

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

The date of the next meeting is **Monday 13 January 2020 at 7pm** or following the close of the Planning Committee if this is late.

*The meeting closed at 7.45 pm.*

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

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

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

<b>DATE OF MEETING</b>	<b>MEMBER</b>	<b>MINUTE REF &amp; PAGE NO.</b>	<b>TYPE AND NATURE OF INTEREST</b>
<b>PLANNING 11 November 2019</b>			<b>None.</b>
<b>PLANNING 25 November 2019</b>			<b>None.</b>
<b>AMENITIES, FINANCE AND ADMINISTRATION 25 November 2019</b>			<b>None.</b>

## AGENDA APPENDIX B

## PAYMENTS LIST

## PAYMENTS LIST

Nov/Dec 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>
204284	Colwend	Public Toilets Deep Clean for 10.11.19	150.00	0.00	150.00
204285	Deltapoint UK	Paper Cups	47.90	9.58	57.48
204286	Dryad Tree Specialists	Carrington Poplar and Maple Tree Works	1,490.00	298.00	1,788.00
204287	Four Star Construction	Ash Cemetery New WC Part Payment	16,539.50	3,307.90	19,847.40
204288	Grove and Millican	Ash Cemetery New WC Fees	3,885.40	777.08	4,662.48
204289	Interserve UK	Water Management Ash Centre	153.84	30.77	184.61
204290	J B Computers	Server Update, TV Screens and Brackets	795.00	159.00	954.00
204291	J L Joyce	Installation of Post and Rail Fencing Harpers	634.00	0.00	634.00
204292	JP&S Services	Diesel and Unleaded October 2019	221.87	44.37	266.24
204293	Magic Signs	Fantasia Banners and Play Area Signs	335.05	0.00	335.05
204294	Matrix Fencing	Single Gate with hydraulic self closers for Harpers	650.00	130.00	780.00
204295	Nurture	Reduced Rate for Ash Cemetery Grass Cutting	333.00	66.60	399.60
204296	S Groom	Petty Cash November 2019	215.24	8.43	233.67
204297	Phoenix H&S	Annual independent H&S Inspection	695.00	139.00	834.00
204298	Prime One	Monthly Costs, Xmas Lights & CCTV at C.Gardens	9,211.91	1,842.37	11,054.29
204299	Trade UK (Screwfix)	Tarpaulins x 2	33.32	6.66	39.98
204300	St John Ambulance	Fantasia First Aid	163.20	32.64	195.84
204301	Viking	Toilet Tissue, Paper, Shredder, Ink Cartridges	897.95	179.59	1,077.54
204302	A J Signs	Banding for Xmas Motifs to Fix to Lamposts	145.05	29.01	174.06
204303	Mr A Beams	Accountancy Support	62.50	0.00	62.50
204304	Cloudy to Clear	Window Seal Repair	100.00	20.00	120.00
204305	GLS Educational Supplies	Cleaning Materials and Flasks	146.89	29.38	176.27
204306	Mirage Cleaning Services	November Cleaning	474.51	94.90	569.41
204307	Prime One Maintenance	Monthly Contract Costs CCTV and Street Lighting	3,920.03	784.00	4,704.03
204308	Datasolutions 2016 Ltd	Confidential Waste Disposal	65.00	13.00	78.00
204309	Safety First Aid	Eye Wash Solutions	25.35	5.07	30.42
204310	Shield Security Services	December 2019 Patrols	350.00	70.00	420.00
204311	T Hopkins Tree Services	Tree Works Cemetery and Coronation Gardens	780.00	0.00	780.00
204312	Viking	Toilet Tissue	69.98	14.00	83.98
204313	Mr T Edwards	Donation to Parade Marshall	100.00	0.00	100.00
204314	HMRC	November NI Contributions	3,733.60	0.00	3,733.60
204315	Surrey Pension Fund	November Contributions	2,802.72	0.00	2,802.72
204316	Suez Recycling	Waste Disposal (Replacement Cheque 204234)	78.50	15.70	94.20
204317	RBL Poppy Appeal	Remembrance Sunday Wreaths	133.50	0.00	133.50
DD	Francotyp-Postalia Limited	Franking Machine Hire 15.11.19 to 14.2.20	58.35	11.67	70.02
DD	NPOWER	Ash Centre Gas 12.10.19 to 1.11.19	124.17	24.83	149.00
DD	NPOWER	Ash Centre Gas 2.11.19 to 27.11.19	223.52	44.70	268.21
DD	NPOWER	Scout Hut Gas 25.10.19 to 28.11.19	78.78	3.94	82.72
DD	SSE	Street Lighting Dawn to Dusk Electric 2.10.19 to 1.11.19	1,455.92	291.18	1,747.10
DD	SSE	Street Lighting Unmetered Electricity 2.10.19 to 1.11.19	162.43	32.48	194.91
DD	SSE	Street Lighting Dawn to Dusk Electric 2.11.19 to 2.12.19	1,455.92	291.18	1,747.10
DD	SSE	Street Lighting Unmetered Electricity 2.11.19 to 2.12.19	162.43	32.48	194.91
DD	Guildford Borough Council	Ash Cemetery Foul Drain Inspection	208.33	41.67	250.00
BACS	Guildford Borough Council	Refund of Electricity Cards Sold	8,105.00	0.00	8,105.00
BACS	HR Services Partnership	Pre-paid HR Support and Advice	710.00	142.00	852.00
BACS	John Tonks	Fantasia Expenses	47.94	9.59	57.53
BACS	Staff	November 2019 Salaries	12,773.51	0.00	12,773.51
			75,006.11	9,032.77	84,048.88

Signature of Certification Chairman of Finance & Administration 

09.12.19

Chairman of the Council 

**MINUTE APPENDIX A**

**PUBLIC ADJOURNMENT**

**The following items were raised by members of the public:**

- 1 Lakeside Road Pedestrian Tunnel – Two Lights on Wall are Out**  
This will be reported to Guildford Borough Council.
  
- 2 Shawfield Road Pedestrian Tunnel – Needs Cleaning/Painting**  
This will be reported to Guildford Borough Council.
  
- 3 SCC Have Written to Advise of Road Closures on Ash Church Road**  
Noted. It is believed the works will not take place until Spring 2020.
  
- 4 White Lane into Foreman Road – Untidy State After Gas Works**  
This work is likely to be completed on the final day of the works.
  
- 5 Road Surface Dangerous (Bottoming-Out and Roadside Crumbling) – White Lane**  
A letter will be written to Surrey County Highways.
  
- 6 White Lane - Bridge Weight Limit Being Ignored by Heavy Goods Vehicles**  
This will be reported to Surrey County Highways.
  
- 7 Chester Road Lamp Column Not Working / Corner of Potters Lane**  
This will be investigated by Parish Council staff.