

# ASH PARISH COUNCIL

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16 March 2021

**To: The Chairman and Members of the Amenities, Finance and Administration Committee.**

Chairman: Cllr John Tonks  
Vice Chairman: Cllr Nigel Manning  
Cllr Martin Burgess  
Cllr Tony Gorham  
Cllr Andrew Gomm  
Cllr Ed Schofield

Substitutes: Cllr Helen Gorham  
Cllr Nigel Kears  
Cllr Marsha Moseley  
Cllr Jo Randall  
Cllr Bill Cole

Councillors are hereby summoned, and members of the public are invited and have a right to be present at the virtual meeting of the Amenities, Finance and Administration Committee **on Monday 22 March 2021** commencing at **19:00** or following the close of the Planning Committee if this is later.

This meeting will **not** be held in public. Any members of the public wishing to access the meeting to make a comment or hear the proceedings should click the link below;

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MjNhYTIIYzEtYWY5NS00OGQzLWJjOWEtYTE2ZjMyOWY0YzYx%40thread.v2/0?context=%7b%22Tid%22%3a%22655dc6d2-cc35-4837-9012-8b3f621f8869%22%2c%22Oid%22%3a%2252a651d8-60cc-4ef0-b8b8-8585a26a9914%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MjNhYTIIYzEtYWY5NS00OGQzLWJjOWEtYTE2ZjMyOWY0YzYx%40thread.v2/0?context=%7b%22Tid%22%3a%22655dc6d2-cc35-4837-9012-8b3f621f8869%22%2c%22Oid%22%3a%2252a651d8-60cc-4ef0-b8b8-8585a26a9914%22%7d)

Full details on how to access the meeting are available on the Parish Council website;

<https://www.ashpcsurrey.gov.uk/public-access-to-virtual-meetings-during-covid-19-pandemic/>

Provision will be made for Public Question Time.



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Photographing, recording and broadcasting or transmitting by social media of any kind, is allowed during the proceedings of the public session of the Council meeting or its Committee's meetings, providing there is no disruption to Council meeting procedures in relation to this initiative. Any recording must cease if the Council resolves to move into confidential session as per the Public Bodies (Admission to Meetings) Act 1960. Recording equipment may not be left in the meeting room where the confidential session is being held.

## AGENDA

**1. Accept Apologies for Absence.**

**2. To Receive Declarations of Interest.**

**3. Confirmation of the Minutes.**

To confirm the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 22 February 2021.

**4. Adjournment.**

To consider 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).

**5. Monthly Accounts 2020/2021**

Members to consider the monthly accounts ending 28 February 2021 (Month 11).

**6. Bank Reconciliation.**

Member to consider the bank reconciliations ending 28 February 2021 (Month 11).

**7. 2021-2022 Price Review**

Members to consider the 2021-2022 price review for hire fees at the Ash Centre, fees for Ash Cemetery and the Scale of Charges. Charges to be applied from 1 April 2021.

**8. Ash Centre. Air Conditioning Unit.**

Following on from our engineers planned maintenance visit, it has been identified that there is a refrigerant leak on our Mitsubishi Heavy air conditioning system which will require repairing. Members to consider and approve the repairs at a cost of £3,188.70 + VAT £637.74.  
Total cost £3,826.44

The Engine Component of the Mitsubishi Heavy air conditioning system is in need of a service. Members to consider and approve the service at a cost of £1696.25 + VAT £339.25  
Total cost £2,035.50

**9. Ash Music Festival**

Members to consider request from The Lion Brewery for the hire of Harpers Recreation Ground and pricing.

**10. Grants of Exclusive Rights in Respect of Burials.**

To authorise the issue of Grants of Exclusive Rights in respect of Burials:

Deed No.	Deed Applicant	Grave Space
1638	Jacqueline Chitson	P 27 & P28

1639	Lynsey Cordess	P 323
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**11. Replacement Street Light**

Members to consider the cost to replace the streetlight at Parsons Nose.

**12. Shawfield Allotments - Request for a shed and Green House.**

Members to consider an application for a shed and greenhouse at plot 11A and 11B Shawfield Allotments. The dimensions are within permitted sizes.

**13. Events Working Group**

Members to note the minutes of the Events Working Group Meeting held on 28 January 2021 as at Agenda Appendix B and the minutes of the Events Working Group Meeting held on 25 February 2021 as at Agenda Appendix C.

**14. Correspondence.****15. Date of Next Meeting.**

The date of the next meeting is **Monday 26 April 2021** commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

**AGENDA APPENDIX B****ASH PARISH COUNCIL****Minutes of the Events Working Group  
held on 28 January 2021 via Microsoft Teams  
commencing at 13:00**

Present:	Cllr John Tonks	✓
	Cllr Nigel Manning	✓
	Cllr Marsha Moseley	A
	Dennis Wheeler	✓
	Ali Watmore	✓
	Graham Bidwell	✓
	Jo Packman (Guest)	✓
	Pat Scott (Guest)	A
	Richard Tolley (Guest)	✓

Due to the COVID 19 Pandemic this meeting was conducted via Microsoft Teams

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

Apologies for absence were received from Cllr Marsha Moseley and Pat Scott.

**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 25th November 2020 were agreed.

**4. Easter** (*agenda item 4*)

It was agreed that a create your own Easter Card competition would be held.

Entry would be via post or email, must include name and age of submitting person and must not be larger than A5 in size.

Closing date to be 14th March and winners announced end of March with prizes issued before Easter.

A montage of the entries to be made and printed out for delivery to residents of the local care homes.

Cllr John Tonks will speak to Co-Op to ask if they would sponsor competition by providing Easter eggs for the winners and possibly supply some boxes or tubs of chocolates for residents of the local care homes.

Cllr John Tonks will supply details of the competition for Ali to put up on the website.

**5. Event Dates** (*agenda item 5*)

Event date agreed for Remembrance Sunday 14th November and Fantasia 27th November. It was agreed in principle that Funday could be Saturday 10th July 2021 but checks would have to be made as to whether Farnborough were holding any events on that day as you wouldn't want two local events to be on the same day.

It was agreed that Ash In Bloom would also go ahead this year in September with details being discussed at the next meeting.

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

The date of the next meeting was agreed as 25th February 2021 at 13:00 via Microsoft Teams.

The meeting closed at 13:46

Signed .....

Date .....

**AGENDA APPENDIX C****ASH PARISH COUNCIL****Minutes of the Events Working Group  
held on 25 February 2021 via Microsoft Teams  
commencing at 13:00**

Present:	Cllr John Tonks	✓
	Cllr Nigel Manning	✓
	Cllr Marsha Moseley	A
	Dennis Wheeler	A
	Ali Watmore	✓
	Graham Bidwell	✓
	Jo Packman (Guest)	✓
	Pat Scott (Guest)	✓
	Richard Tolley (Guest)	✓

Due to the COVID 19 Pandemic this meeting was conducted via Microsoft Teams

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

Apologies for absence were received from Cllr Marsha Moseley and Dennis Wheeler.

**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 28th January 2021 were agreed.

**4. Easter Card Competition** (*agenda item 4*)

We have received six entries to date.

Cllr John Tonks has made the initial contact with the Co-Op and they have agreed they will sponsor the competition by providing Easter goodies. Cllr John Tonks will make further contact with the Co-Op to agree exactly what they will be giving as prizes and the quantity.

A further drive is required for this event. It was agreed that posters need to be made so that they can be put up in local business and on the APC noticeboards. Cllr John Tonks will design the poster, Ali will print the posters and Pat will get them distributed.

**5. Event Dates** (*agenda item 5*)

Funday was agreed to be held on Saturday 10th July 2021 as long as COVID restrictions permit. It was also agreed that if it can go-ahead that it needs to be extra special.

First action required is to look into what the restrictions are going to be and then it can be decided if the event can be held. Cllr John Tonks will look into this with Cllr Nigel Manning.

Second action required is to consider what the budget will be. Cllr John Tonks and Cllr Nigel Manning to discuss and agree.

Third action required will be to contact past and potential stall holders to see if they are interested in participating in the event. Ali to handle this.

Several ideas as to what could be included during the day. These being live music, Frimley Park Hospital Radio, Children's Entertainer and a Bird Show.

It was agreed that Ash In Bloom would also go ahead this year with the event being online. So that everyone can be included, it was agreed that Cllr John Tonks will take photos for anyone that is unable to supply their own. This will be incorporated in the details that are advertised. The event will run from May till 5th September 2021.  
Cllr John Tonks and Ali to ask Dover Garage if they are interested in sponsoring this event again.

Ali to put the event details up onto APC website, Cllr John Tonks will design the poster, Ali will print the posters and Pat will get them distributed. This will be after the Easter Card Competition ends.

Categories to be :

- Best Tub/Container
- Best Border Display
- Best Hanging Basket
- Best Veg Patch

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

The date of the next meeting was agreed as 25th March 2021 at 13:30 via Microsoft Teams.

The meeting closed at 14:00

Signed .....

Date .....