

ASH PARISH COUNCIL

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4 May 2021

To Members of Ash Parish Council

Councillors are hereby summoned, and members of the public are invited and have a right to be present at The Annual Meeting of the Parish Council **on Wednesday 12 May 2021** commencing at **7:00pm**.

This meeting has been moved from 10 May 2021 due to changes in legislation and a previous booking in the Main Hall

Due to Covid 19 regulations spaces in the Main Hall are limited. If members of the public wish to attend they must contact the Parish Office on 01252 328287 or Email office@ashpcsurrey.gov.uk to reserve a seat.

Provision will be made for Public Question Time.



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AGENDA

Part I – Public Session

1. **To elect the Chairman of the Council for the ensuing year.**
2. **To receive the Chairman’s Declaration of Office.**
3. **Chairman of the Council to welcome newly elected Councillor for Ash South Ward, following the by-election on 6th May 2021.**
4. **To receive Apologies for Absence.**
5. **To receive Declarations of Interest.**

Declarations of Interest relating to Committee Meetings as at Appendix A.

6. **To elect the Vice–Chairman of the Council for the ensuing year.**
7. **To elect Councillors to serve upon the following Committees:**
 - A. Amenities, Finance and Administration Committee
 - B. Planning Committee
 - C. Human Resources
8. **To elect Chairman and Vice-Chairman of the following Committees:**
 - A. Amenities, Finance and Administration Committee
 - B. Planning Committee
 - C. Human Resources
9. **To nominate Members of the Council or a representative to serve as the Council’s representative on the following bodies:**

The Charity of Henry Smith and Others
Citizens Advice Ash Management Committee
Farnborough Aerodrome Consultative Panel
Surrey Association of Local Councils (1 or 2 representatives)
Victoria Hall Management Committee
Ash and District Local History Museum Society
Blackwater Valley Countryside Partnership

10. **To consider the payment of Annual Subscriptions (Excl. VAT) to:**

Information Commissioners Office	£35.00
Institute of Cemetery and Crematoria Management	£95.00
National Association of Local Councils	£958.61
Surrey Association of Local Councils	£1750.00
Society of Local Council Clerks	£262.00
South East Employers	£250.00
Improvement and Development Agency for Local Government - Employers Link	£561.60
TOTAL	£3,912.21
BUDGET FOR SUBSCRIPTIONS	£6,000.00

11. To consider and approve the payment of the following accounts by variable direct debit:

Public Works Loan Board
E-on (Gas Supply)
EDF (Electricity Supply)
Southern Electric (Street Lighting Electricity Supply)
Corporate Asset (Franking Machine Lease)
Franco Postalia (Franking Postage)
Shire Leasing (Phone System)
British Telecom (Telephone/Fax/Broadband Usage)
BNP Paribas (Photocopier Lease)
Land Registry (Searches)
Suez Waste Transfer Station

12. To confirm the Minutes of the previous meeting held on Monday 12 April 2021.**13. Chairman's Announcements.****14. Adjournment.**

To consider adjourning the meeting for a maximum period of 25 minutes, to enable members of the public to raise questions.

15. Reports of Committees.

To receive the following committee reports, copies of which have been circulated:

Planning	12 April 2021	172 to 179
Planning	26 April 2021	180 to 187
Amenities, Finance & Administration	26 April 2021	73 to 87

16. Monthly Payment List.

To receive and approve the monthly payments list giving details of April/May 2021 payments as attached at Appendix B.

17. Ash Parish Council Policy Reviews.

Members to consider and accept the following Council policies:

Number	Policy	Revision Date	Next Revision Date
A.	Data Protection Policy	14 May 2021	
B.	Retention and Disposal Policy	14 May 2021	
C.	Code of Conduct policy	14 May 2021	
D.	Health and Safety	07 July 2020	
E.	Investment Strategy	14 May 2021	
F.	Standing orders	12 May 2021	

18. Planning Committee Meetings

Members to consider changing the Planning Committee meetings on a trial basis to once a month to coincide with Amenities, Finance & Administration Committee (A,F&A) on the fourth Monday of the Month prior to A,F&A.

19. Next Meeting.

The next meeting is the Meeting of the Council on Monday 14 June 2021 commencing at 7.00pm or following the close of the Planning Committee if this is later.

AGENDA APPENDIX A**ASH PARISH COUNCIL****LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS****April 2021**

DATE OF MEETING	MEMBER	MINUTE REF & PAGE NO.	TYPE AND NATURE OF INTEREST
PLANNING 12 April 2021	Cllr Nigel Manning	Minute 173 Page 94 Ref 21/P/00543	Non-pecuniary declaration
PLANNING 26 April 2021			
AMENITIES, FINANCE & ADMINISTRATION 26 April 2021			

AGENDA APPENDIX B

Payments List

PAYMENTS LIST				Apr-21	AGENDA APPENDIX B	
Inv No.	Chq.No.	Payee	Service	Net	V.A.T	Total
120804	BACS	Accurate	Repairs to boiler Ash Centre	287.57	57.51	345.08
1208368	BACS	Accurate	Service of Mechanical Unit for Air Con	3,188.70	637.74	3,826.44
2151014	BACS	Amelias Maids	Cleaning done in March	368.80	0.00	368.80
GU56M2	DD	BT	Phone and Broadband Dec 20 to Mar 21	982.11	196.42	1,178.53
31032021	BACS	C Olive	Book keeping services Jan/Feb 2021	106.50	0.00	106.50
5337149	BACS	Castle Water	Harpers Rec Water	28.24	0.00	28.24
5331976	BACS	Castle Water	Harpers Allotments Water	35.11	0.00	35.11
5313619	BACS	Castle Water	Shawfields Allotments Water	774.87	0.00	774.87
5311424	BACS	Castle Water	Ash Centre Water	1,200.38	0.00	1,200.38
5281029	BACS	Castle Water	WC at Ash Centre Water	3,270.78	0.00	3,270.78
1355	BACS	Cobwend	Deep Clean of toilets pre reopening	840.00	0.00	840.00
960	BACS	D P Brookes	Repairs to Gents Toilets	140.00	0.00	140.00
186679	BACS	Edmundson Electrical	Gloves	101.70	20.34	122.04
4C529854.0003	DD	E-On	Gas to Scout Hut at Harpers	190.34	38.67	229.01
87ADF044.0002	DD	E-On	Gas to Ash Centre	278.42	55.68	334.10
367878	BACS	Farnborough Tool Hire	High Rise Ladder for A/C service	77.40	15.48	92.88
22453170	BACS	FP LTD	Postage download March	50.00	0.00	50.00
16042021	BACS	G Tomkins	Window cleaning Ash Centre	20.00	0.00	20.00
2025373	BACS	GBC	Trade Refuse - Ash Cemetery	268.75	4.70	265.45
2025151	BACS	GBC	Trade Refuse - Ash Centre	474.50	0.00	474.50
50289411	BACS	Homebase	Wire Mesh and Staples	4.16	0.84	5.00
50289412	BACS	Homebase	Soil and Manure	7.45	1.50	8.95
50289410	BACS	Homebase	Bulb Planters	13.16	2.64	15.80
41062021022	BACS	ICCM	Membership	95.00	0.00	95.00
202110033	BACS	JP & S Wells (Car Sales)	Petrol & Oil March 2021	218.10	43.61	261.71
243671	BACS	Kebur	1 Tonne Shingle	39.97	7.99	47.96
22818	BACS	lockrite	Radio Link for Alarm to workshop	259.41	51.88	311.29
5345	BACS	Lockrite Security Ltd	5 Yale Keys	25.00	5.00	30.00
INV-0682	BACS	Neil Curtis & Sons	Grave Digging for Hurrell and Downs	570.00	0.00	570.00
PRM/1101	BACS	Prime	Installation of lamp posts and repair damage	1,873.11	374.62	2,247.73
PRM/1099	BACS	Prime	CCTV monthly maintenance	2,173.20	434.65	2,607.85
PRM/1100	BACS	PRIME	Monthly maintenance on lights	2,224.11	444.82	2,668.93
44350	BACS	Shield	Calls for April	736.00	147.20	883.20
24925	BACS	Squires	Gift Cards for Ash In Bloom	150.00	0.00	150.00
60420021	DD	SSE	Street Lights	4,040.72	808.14	4,848.86
SI-144445	BACS	Start traffic	Cones x 50	381.50	76.30	457.80
10572	BACS	Start traffic	Road Cones for work on Roundabouts	428.18	85.64	513.82
Surrey ALC Ltd	BACS	Surrey ALC Ltd	SALC & NALC Subscriptions 2021/2022	2,758.38	0.00	2,758.38
DN23297	BACS	Treasured Memories	White Tablet Memorial T/L M Downs	40.75	8.15	48.90
500075632	BACS	Tudor Environmental	Watering & Irrigation Lances	160.00	32.00	192.00
158945	BACS	Viking	Laminator and Pouches	102.96	20.59	123.55
86520	BACS	Willber Associated Ltd	Training Course for Groundstaff on Lighting and Guarding	914.20	182.84	1,097.04
				29,883.61	3,754.35	33,637.96
Signature of Certification						
Chairman of Council					10.06.21	