

ASH PARISH COUNCIL

Dennis Wheeler
Clerk to the Council

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21 September 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
Cllr Carla Morson

Substitutes: All councillors not committee members

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 27 September 2021** commencing at **19:00** or following the close of the Planning Committee if this is later.

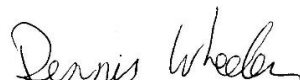
This meeting will **not** be held in public. Any members of the public wishing to access the meeting to make a comment or hear the proceedings should click the link below;

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTI5MDM3ODktYzk0Yi00YjI3LTk0OTqtY2EzMWU3YTZIMTI4%40thread.v2/0?context=%7b%22id%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 26 July 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.

Members to consider the monthly accounts ending 31 July and August 2021.

6. Bank Reconciliation.

Member to consider the bank reconciliations ending 31 July and August 2021.

7. Allotment Fees and Rules Changes.

Members to consider the report from the Clerk regarding the revised fees for 2021 and to agree the new rules changes.

8. Pre-Purchase of Cemetery Plots.

Members to consider the report from the Clerk regarding pre-purchase of cemetery plots.

9. Christmas Motifs and Icicle Lights at Ash Parish Council Car Park/Office.

Members to consider the purchase of 3 new motifs and icicle lights from our street lighting term contractor.

10. CCTV 16 Channel DVR and 50-inch HDR Smart TV in Ash Parish Council Main Office.

Members to consider the purchase of CCTV 16 Channel DVR and 50-inch HDR smart TV for a price of £1329.30 + VAT to enable Ash Parish Staff to view multiple CCTV images in the main office.

11. Events Working Group.

Members to note the minutes of the Events Working Group Meetings held on 20 July 2021 and 7 September 2021 as at Agenda Appendix A.

12. Correspondence.

13. Date of Next Meeting.

The date of the next meeting is **Monday 25 October 2021** commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

AGENDA APPENDIX A**ASH PARISH COUNCIL****Minutes of the Events Working Group
held on 20 July 2021 via Microsoft Teams
commencing at 13:30**

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

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

Apologies for absence were received from Pat Scott and Jo Packman.

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 Tuesday 15th June 2021 were agreed.

4. Funday (*agenda item 4*)

It was agreed that this event was very successful and the busiest it has ever been. The new layout worked well and would just need a slight change to the corner part down by the building going forward. Having the events/activities running throughout the day is the way forward.

Parking was a slight issue with cars moving in and out of the car park when it should have been closed. This was mainly due to stall holders arriving later as they had been at another event or were just setting up and then going to another event. It was agreed that cars could be left on the grass at the side or at the back of the stalls going forward. Then the car park could be closed quickly.

More help by councillors is required at next years event.

The date for next year would be 2nd, 9th or 16th July 2022. We will now ask the Rotary Club if they are aware of any other events for these dates before finally deciding on the actual date.

It was agreed that we would still have the dog show but have some other event like ferret/ pig racing and music.

5. Ash Virtually In Bloom

To date we have only received two entries.

Cllr John Tonks will promote the event online and Richard Tolley is happy to help with posters/flyers around the village.

6. Remembrance 2021

It was agreed that we can proceed with a standard event this year and if any further Covid 19 restrictions were implemented, we would adjust accordingly.

A Teams meeting held by Cllr John Tonks with all the participants would be held in the evening (on a date to be confirmed) before the event just to confirm event proceedings.

Ali will now contact the relevant parties (North East Hampshire School band, Tim Edwards, Ewan McDermott, Churches Together, First Aid supplier, GBC for road closure, St Peter's Mother Union and Poppy Wreaths) to confirm the date and that we would like their services as normal.

A discussion was had as to how do we get Veterans more involved and where they should parade and stand on the day. It was decided that we need to find a way of contacting Veterans to let them know about our parade and service which Cllr John Tonks will look into further. It was agreed that Veterans would parade after the councillors and then stand/sit behind them at the war memorial.

7. Fantasia 2021

It was agreed that we can proceed with stalls inside the Parish Centre and for the first time have a Christmas themed market outside in the car park. We need to look at how many stalls we have inside as in previous years there hasn't been enough room to move around with a buggy or wheelchair. Cllr John Tonks will work on this with Ali.

Ali will look into what the cost would be to have a petting farm at this event and will apply for the road closure.

8. Date of Next Meeting (agenda item 5)

The date of the next meeting was agreed as 7th September at 13:00 via Microsoft Teams.

The meeting closed at 14:18

Signed Date

ASH PARISH COUNCIL**Minutes of the Events Working Group
held on 7 September 2021 via Microsoft Teams
commencing at 13:30**

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

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

Apologies for absence were received from Marsha Moseley.

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 Tuesday 20th July 2021 were agreed.

4. Ash Virtually In Bloom (*agenda item 4*)

Cllr John Tonks promoted the event further by posting flyers through doors where gardens had flowers around the village.

Entry to the competition has now closed, we had more entries than last year. Voting for the winners has opened with an option at the end of the survey to have details emailed about further events.

The working group agreed that a presentation evening would not be held again this year. Winners will have their certificates and prizes delivered by Cllr John Tonks.

5. Remembrance 2021 (*agenda item 5*)

A meeting was held with Churches Together to discuss holding a normal service and parade. It was agreed that a normal service and parade would be held as long as Covid 19 restrictions allow. Father Keith will now work on producing the service. Contact will now be made with the uniform groups via email and Cllr John Tonks will arrange a Teams meeting near the event date to discuss final arrangements.

Cllr John Tonks asked if anyone had details for the new Temple in Ash Vale as we would like to include them in this event. Cllr Nigel Manning confirmed that Cllr Marsha Moseley had been approached in her capacity as Mayor of Guildford to open the temple, which means he will be able to obtain contact details.

Pat Scott offered the street team to help with manning Coronation Gardens car park as normal to stop cars entering and exiting the car park at the wrong time during the parade.

Ali has applied for the road closure and Dennis is looking into costs for traffic management to enforce the road closure on the day.

Pat Scott asked if Len Scott should talk to the parade marshal on the day via mobile to ensure that everything is ready before the parade leaves APC car park. It was agreed that this should happen.

The Mother's Union have confirmed they will provide refreshments at the centre after the service.

Richard Tolley offered to help distribute the order of service on the day.

Cllr John Tonks confirmed the service would not be recorded this year and asked if anyone knows any veterans that would like to attend the service that they get them to contact the office directly so that we can get their details and requirements as space is limited.

Jo Packman asked if we would be displaying the poppy wall in the hall again this year? It was agreed that as it will be a normal service and parade that it should be displayed in the hall.

Ali will contact all the Parish Councillors to ask who is available to help on the day.

6. Fantasia 2021 (agenda item 6)

Cllr John Tonks asked the working group if the cost for charities could be free just like we did for the Fun Day in the summer. It was agreed that one table could be provided free of charge and if anyone wanted another table, then they would have to pay for it.

Pat Scott has agreed to supply the music around the tree during the light switch on.

Dennis has agreed to being Father Christmas and packets of Haribo will be handed out. Father Christmas will need helpers which are normally provided by the centre staff, we will check they are happy to take this on as normal.

Richard Tolley will speak to the Rushmoor Rotary group as to whether they can provide the float on the day.

Ali has investigated the cost for a petting farm at this event and the cheapest was £500. Therefore, she has researched as an alternative the cost for small fun fair rides for children. Billy Davis (company that provided the fun fair in the summer) has agreed that he could provide a swing and a teacup & saucer ride free of charge and would charge £1.50 - £2.00 a ride on the day. This would work well with the outside Christmas market theme. The working group agreed to proceed with the fun fair rides.

Ali has applied for the road closure and Dennis is looking into costs for traffic management to enforce the road closure on the day. Help will be required on the day to man the road closure/stewarding and first aid cover is required (one person at the centre and one person by the tree). At least 8 people will be required for the road closure/stewarding and this can be sourced via councillors or other volunteers.

Pat Scott and Richard Tolly confirmed they could get assistance with marshalling the event from within the street group and former Ash & Ash Vale Rotary club members.
Ali will contact all the Parish Councillors to ask who is available to help on the day.

It was agreed that a minimum of 8 marshals are needed to manage the Fantasia & Christmas light event.

Ali will contact the first aid company to book them for this event.

Pat Scott confirmed that she would go into Vale Furnishers as normal to ask them to turn off their Christmas lights for this event as normal.

Richard Tolley mentioned that Vale Furnishers might have their new car park open when this event takes place.

Richard Tolley mentioned about checking with Bridges that they will provide space for the Abbeywood residents outside/inside their premises. Pat Scott volunteered to speak to them about this.

7. Date of Next Meeting (*agenda item 7*)

The date of the next meeting was agreed as 15th October at 13:30 via Microsoft Teams.

The meeting closed at 14:18

Signed Date