

## ASH PARISH COUNCIL

### Minutes of the Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 16 June 2021 which commenced at 7pm

Chairman of the Council:	Cllr Nigel Manning	✓
Vice Chairman	Cllr John Tonks	A
	Cllr Andrew Gomm	A
	Cllr Helen Gorham	A
	Cllr Tony Gorham	A
	Cllr Nigel Kearse	✓
	Cllr Marsha Moseley	A
	Cllr Jo Randall	✓
	Cllr Ed Schofield	A
	Cllr Martin Burgess	✓
	Cllr Bill Cole	✓
	Cllr Carla Morson	✓

✓ Present

x Not Present

A Apology for Absence

#### **Part I – Public Session**

#### **20. To receive Apologies for Absence. (agenda item 1)**

Apologies for absence were received from Cllr John Tonks, Cllr Andrew Gomm, Cllr Helen Gorham, Cllr Tony Gorham, Cllr Marsha Moseley and Cllr Ed Schofield.

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

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

There were no declarations of interest for this meeting.

#### **22. Confirmation of the Minutes. (agenda item 3)**

The minutes of the Meeting of the Parish Council held on Wednesday 16 June 2021 copies of which have been circulated to members, were confirmed as a true record and will be signed by the Chairman of the Council.

#### **23. Chairman's Announcements. (agenda item 4)**

Due to the dispersal order coming to an end, the chairman confirmed that he had emailed Surrey Police asking for an extension. The extension has been agreed and is now in place until 14 July 2021.

PCC Lisa Townsend has confirmed she will attend the next Full Council meeting on 14 July 2021 at 7pm.

Ash Parish Council (APC) will be upgrading the CCTV and lighting in the car park in the next few weeks.

The police have caught some people carrying out the anti-social behaviour (ASB) in the parish by using the CCTV footage provided by APC.

A reminder that any ASB must be reported to the police by calling 101 or by submitting an intelligence form.

Aldershot Road, Ash, bridge repair works which would lead to some road closures while works are completed scheduled up to 15/07/2021.

Blackwater Valley Road, bridge repair works which would lead to some road closures while works are completed scheduled up to 15/07/2021.

Ash Hill Road, Ash, South East Water are carrying out some repair work by Victoria Hall. This work should be completed by 15/06/2021.

**24. Adjournment.** (*agenda item 5*)

Members considered adjourning the meeting for a maximum period of 25 minutes, to enable members of the public to raise questions 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).***

**25. 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>10 May 2021</b>	<b>Minute Number 188 to 196</b>
<b>Planning</b>	<b>24 May 2021</b>	<b>Minute Number 1 to 8</b>
<b>AFA</b>	<b>24 May 2021</b>	<b>Minute Number 1 to 14</b>

**26. Monthly Payment List.** (*agenda item 7*)

Members received and approved the monthly payments list giving details of the April 2021 expenditure as attached at Agenda Appendix B.

**27. Internal Audit Report 2020/2021 Final.** (*agenda item 8*)

Members received and approved the Internal Audit Report Final Update for 2020/2021.

**28. Annual Governance and Accountability Return 2020/2021.** (*agenda item 9*)

Members received and approved the Annual Governance and Accountability Return for the year ending 31 March 2021.

**29. Deferred Council Policy Documents Review Dates.** (*agenda item 10*)

Members consider and accept the following Council policies:

Data Protection Policy  
Retention and Disposal Policy

and it was:

***Resolved upon consideration that the policies of the council as listed above be accepted.***

**30. Amendments to Standing Orders. (agenda item 11)**

Members consider and accept the amended standing order policy :

- 3. u Meetings generally.
- 4. A&B Committee and sub committees.
- 19 Staff Matters.

and it was:

***Resolved upon consideration that the standing order as listed above be accepted.***

**31. Correspondence. (agenda item 12)**

There was no correspondence to report.

**32. Next Meeting. (agenda item 13)**

The next meeting is on Wednesday 14 July 2021 commencing at 7.00pm.

*The meeting closed at 7:45 pm.*

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

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

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

<b>DATE OF MEETING</b>	<b>MEMBER</b>	<b>MINUTE REF &amp; PAGE NO.</b>	<b>TYPE AND NATURE OF INTEREST</b>
<b>PLANNING 10 May 2021</b>			<b>No Declarations of Interest.</b>
<b>PLANNING 24 May 2021</b>			<b>No Declarations of Interest</b>
<b>AMENITIES,FINANCE AND ADMINISTRATION 24 May 2021</b>			<b>No Declarations of Interest.</b>

## AGENDA APPENDIX B

Date: 11/06/2021

Ash Parish Council

Page 1

Time: 09:16

Co-op Community Directplus Acc

## List of Payments made between 01/04/2021 and 30/04/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2021	Guildford Borough Council	BACS 43	1,323.45		1/2 yr Cem Rates
01/04/2021	Guildford Borough Council	BACS 44	3,680.13		1/2 yr Rates Ash Centre
01/04/2021	EDF Energy	DD	8.00		Electric
01/04/2021	EDF Energy	DD	9.00		Electric
01/04/2021	EDF Energy	DD	13.00		Electric
01/04/2021	EDF Energy	DD	24.00		Electric
01/04/2021	EDF Energy	DD	58.00		Electric
01/04/2021	EDF Energy	DD	96.00		Electric
01/04/2021	EDF Energy	DD	201.00		Electric
01/04/2021	FPLTD	DD	50.00		Franking Machine
01/04/2021	SCC Pension Fund	BACS	3,322.17		March 2021 Pension Payment
01/04/2021	HMRC Tax	BACS	3,576.60		PAYe
06/04/2021	Scottish and Southern Energy	BACS 1	4,848.86		Street Lights
12/04/2021	British Telecommunications plc	BACS 2	1,178.53		Phone/Broadband Dec to Mar
16/04/2021	E-ON	BACS 3	228.41		ELECTRIC FOR HARPERS
16/04/2021	Sage Software	DD	86.40		Sage Software Subs
19/04/2021	E-ON	BACS 4	334.10		March Electric
19/04/2021	Mrs Carole Olive	BACS 5	106.50		Feb/Mar Book Keeping
19/04/2021	Amelia's Maids	BACS 6	360.80		March Cleaning
21/04/2021	Lockrite Security	BACS 7	30.00		5 Yale locks
21/04/2021	Farnborough Tool Hire	bacs 8	44.21		Line Marker
21/04/2021	Kebur garden materials	BACS 9	47.96		Shingle
21/04/2021	Treasured Memories Limited	BACS 10	48.90		Temp Memorial
21/04/2021	Farnborough Tool Hire	BACS 11	92.88		Ladder for Aircon Service
21/04/2021	Edmundson Ekelectrical Ltd	BACS 12	122.04		Disposable Gloves
21/04/2021	Viking Direct	BACS 13	123.55		Laminator/ Pouches
21/04/2021	D P Brookes	BACS 14	140.00		Repairs to Gents Toilets
21/04/2021	J P and S Services	BACS 15	261.71		Petrol/Oil Mar 21
21/04/2021	Guildford Borough Council	BACS 16	265.45		Trade Refuse Charge
21/04/2021	Lockrite Security	BACS 17	311.29		Radio Link for Alarm
21/04/2021	Accurate Mechanical Services	BACS 18	345.08		Repair to boiler Ash Centre
21/04/2021	Guildford Borough Council	BACS 19	474.50		Trade Refuse Charge
23/04/2021	CCLA Public Sector Deposit Fun	TRF	250,000.00		TRF
23/04/2021	Co-op bank	DD	25.00		CHAPS Fee
27/04/2021	Homebase Ltd	BACS 20	5.00		WIRE STAPLES
27/04/2021	Homebase Ltd	BACS 21	8.95		GROWSURE 50 LITRES
27/04/2021	Homebase Ltd	BACS 22	15.80		BULB PLANTERS
27/04/2021	G Tomkins Window Cleaning	BACS 23	20.00		WINDOW CLEANING APRIL
27/04/2021	Castle Water Ltd	BACS 24	28.24		Harper Rec 01/02 to 31/07
27/04/2021	Castle Water Ltd	BACS 25	35.11		Harpers 01/02 to 31/07
27/04/2021	Institute of Cemetery and Crem	BACS 26	95.00		MEMBERSHIP
27/04/2021	TUDOR ENVIRONMENTAL LTD	BACS 27	192.00		Watering Lance
27/04/2021	Neil Curtis & Sons	BACS 28	570.00		Grave Digging
27/04/2021	Shield Security Services Ltd	BACS 29	883.20		Security for April Lockups
27/04/2021	Land registry	DD	9.00		Land search
28/04/2021	D. J. Squire & Co Ltd	BACS 30	150.00		Gift Vouchers for Ash in Bloom
28/04/2021	START TRAFFIC LTD	BACS 31	457.80		50 X DOMINATOR CONE

Continued on Page 2

mm 17/6/21

Date: 11/06/2021

Ash Parish Council

Page 2


Time: 09:16


Co-op Community Directplus Acc

## List of Payments made between 01/04/2021 and 30/04/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/04/2021	Colwend Hygiene Services	BACS 32	840.00		Deep Clean Kitchen & Toilets
28/04/2021	Wilbr Associates Ltd	BACS 33	1,097.04		Training Course x 4
28/04/2021	Surrey Assoc of Local Councils	BACS 34	2,758.38		SALC & NALC Subscriptions
29/04/2021	Staff	DD	13,434.98		Staff salaries April 2021
30/04/2021	START TRAFFIC LTD	BACS 35	513.82		SAFETY CONES AND EQUIPMENT
30/04/2021	Castle Water Ltd	BACS 36	774.87		Shawfields 01/02 to 31/07
30/04/2021	Castle Water Ltd	BACS 37	1,200.38		Ash Centre 01/02 to 31/07
30/04/2021	PDW Contracting Services Ltd	BACS 38	2,247.73		Labour Repair install New post
30/04/2021	PDW Contracting Services Ltd	BACS 39	2,607.93		Monthly CCTV Data Costs
30/04/2021	PDW Contracting Services Ltd	BACS 40	2,668.93		Light Maintenance Monthly fee
30/04/2021	Castle Water Ltd	BACS 41	3,270.78		ASH CENTRE 2 01/08 TO 30/06
30/04/2021	Accurate Mechanical Services	BACS 42	3,826.44		Refrigerant Leak on A/C

Total Payments	309,548.90
----------------	------------

Signature of Certification ..... 

Chairman of Council ..... 

Date ..... 17/6/2021

**MINUTE APPENDIX A****PUBLIC ADJOURNMENT.****Why do contractors leave signs and barriers around for weeks after the works have been completed?**

Surrey County Councillor present will raise this issue with Surrey County Council.

**Tree root across the path causing a trip hazard outside 11 Ash Hill Road.**

Surrey County Councillor present will raise this issue with Surrey County Council.

**Holes in the footpath by the crossroads.**

Surrey County Councillor present will raise this issue with Surrey County Council.

**Mess left on Chester Road by the builders.**

The clerk will look into this and speak to the developers or Guildford Borough Council.

**Blocked gullies & drains by Dover Arms which has been caused by the builders.**

The clerk will look into this and speak to the developers or Guildford Borough Council.

**Parking issues along Chester Road :**

- i) **Not enough parking spaces for the flats**
- ii) **One person is disabled and is having trouble obtaining a parking space near to their property**
- iii) **Builders parking their vehicles in this road**
- iv) **Not enough space with all the vehicles parked to allow residents to get out of their drives as well as the footpath being blocked**
- v) **Could additional parking be made available by converting part of the green space area**
- vi) **Could signs be put up to say no parking for builders**

The chairman confirmed :

It would be down to the housing association and Guildford Borough Council to look into additional parking for this area.

The disabled person can apply directly to Guildford Borough Council/Surrey County Council for a disabled bay to be installed.

Any vehicle taxed, with a valid MOT license and insured can park on any road.

The resident would have to report the issue directly to the police when it happens. This is obstruction and the police have the enforcement powers to deal with this.

Once it has been confirmed who owns the green space area, then it can be referred to the correct department (Housing Association/Guildford Borough Council) as it is down to them to consider converting it into a parking area.

Signs can be put up if it is requested as part of the conditions by Guildford Borough Council Planning department.

Cllr Jo Randall confirmed that Guildford Borough Council would be installing some yellow lines around this area but would need to look into where they are going.

**Hedges overgrown on the footpath along Ash Hill Road and by the bus layby.**

Surrey County Councillor present will raise this issue with Surrey County Council.

**Grit left everywhere when contractors carried out the road resurfishing along Ash Street/Ash Church Road.**

Surrey County Councillor present will raise this issue with Surrey County Council.

**White marks/letters along the whole of Shawfield Road. There is 37 in total. Why are they there?**

Surrey County Councillor present will raise this issue with Surrey County Council.

**Why has the grass not been cut in Collins Gardens?**

This will be reported to Guildford Borough Council.