

ASH PARISH COUNCIL**Minutes of the Meeting of the Amenities, Finance and Administration Committee
held via Microsoft Teams
on Monday 24 January which commenced at 7:00pm**

Chairman:	Cllr John Tonks	✓
Vice Chairman:	Cllr Nigel Manning	✓
	Cllr Martin Burgess	A
	Cllr Tony Gorham	A
	Cllr Andrew Gomm	✓
	Cllr Carla Morson	✓

Also Present: Cllr Marsha Moseley
Cllr Pat Scott

Substitutes: All councillors not committee members

✓ Present x Not Present A Apology for Absence

Part I – Public Session**63. Accept Apologies for Absence. (agenda item 1)**

Apologies for absence were received from Cllr Martin Burgess and Cllr Tony Gorham.

64. To Receive Declarations of Interest. (agenda item 2)

There were no declarations of interest.

65. Confirmation of the Minutes. (agenda item 3)

Members agreed the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 22 November 2021 the minutes have been before the full Council at which they were duly considered, approved, and adopted, and will be signed by the Chairman of the Committee, Cllr John Tonks.

66. Adjournment. (agenda item 4)

This meeting was **not** held in public. Any members of the public wishing to join the meeting were advised to click the following link;

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGU3NjhmOTgtYzFmNi00YmRILTgwZDgtYmRhMjFIMmMzMjMy%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/>

One member of the public was present at the meeting and wanted it noted that the cemetery was being kept in a very good condition by the current contractors.

67. Monthly Accounts. (*agenda item 5*)

Members considered and noted the monthly accounts ending 30 November and 31 December 2021.

68. Bank Reconciliation. (*agenda item 6*)

Members considered and noted the bank reconciliations ending 31 October, 30 November, and 31 December 2021.

69. Outstanding Balance Report. (*agenda item 7*)

Members considered and noted the outstanding balance report

70. Ash Cemetery Grounds Maintenance. (*agenda item 8*)

Members to consider appointing the current contractor for a period of three years with a possibility of a further two-year extension starting on the 1 March 2022. The contractor will be providing nine cuts, once a month from March to November each year.

Number of years	Price	Vat	Total
One year	£960.00	£192.00	£1152.00
Three years	£3030.00	£606.00	£3636.00

Resolved upon consideration to agree to the current contractor being appointed for a three year contract at the cost of £3636.00 including VAT.

71. Shawfield and Harpers Allotments – Request for a Shed/Greenhouse. (*agenda item 9*)

Members considered applications for a shed on Plot 29A Shawfield Allotment, a greenhouse on Plot 66 Shawfield Allotment, a greenhouse on Plot 51 Shawfield Allotment and a shed on Plot 5C Harpers Allotment. The dimensions are within permitted sizes and it was :

Recommended upon consideration that the applications be agreed.

72. Floor Repairs in the Ash Centre Meeting Room. (*agenda item 10*)

Members to consider the report from the Clerk regarding the Meeting Room floor repairs and the possibility of removing the partition walls and it was :

Recommended upon consideration to agree to replacing the floor with engineered rustic oak plank flooring for £5606.34 including VAT and to remove the partition walls for £2106.00 including VAT.

73. Legionella Controls Contract. (*agenda item 11*)

Members to consider appointing a contractor for the legionella testing, controls, and maintenance as per the recommendations from the risk assessment from 3Active Ltd.

Contractor	Price	VAT	Total
Contractor A	1390.00	£278	£1,668.00

Contractor B	3098.00	£919.60	£3,717.00
Contractor C	1330.00	£266.00	£1,596.00

Resolved upon consideration to agree to Contractor C at a cost of £1596.00 including VAT.

74. Ash Matters. (agenda item 12)

Members considered and agreed to resuming the publication of the Ash Matters newsletter twice a year on the proviso that all councillors received the publication before going to print. Members considered and agreed to the creation of a working group based on the current councillors from the Events Working Group being the members for this group. The head of terms for this working group would be discussed at the inaugural meeting.

74. Grants of Exclusive Rights in Respect of Burials. (agenda item 13)

Authorisation was given to the issue of Grants of Exclusive Rights in respect of Burials :

Deed No.	Deed Applicant	Grave Space
1645	Nichola Tracey Dixon	L72
1646	Iain Christopher Brown	M43
1647	Nelson Henry Marney	K644
1648	Ben Russell	L98
1649	Nelson Henry Marney	K645

75. Correspondence. (agenda item 15)

There was no correspondence.

76. Date of Next Meeting. (agenda item 16)

The date of the next meeting is **Monday 28 February 2022** commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

The meeting closed at 19:26 pm

Chairman: _____ Date: _____