

# ASH PARISH COUNCIL

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22 March 2022

**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 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 28 March 2022** commencing at **19:00** or following the close of the Planning Committee if this is later.

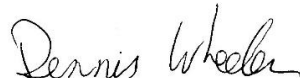
This meeting will **not** be held in public. Any members of the public wishing to access the meeting to make a comment or hear the proceedings should click the link below;

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NGExZjq2NWQtZjJmNC00YTM3LTliZjAtMzFhYmY0YWJkNGQz%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_NGExZjq2NWQtZjJmNC00YTM3LTliZjAtMzFhYmY0YWJkNGQz%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 28 February 2022.

**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 28 February 2022.

**6. Bank Reconciliation.**

Member to consider the bank reconciliations ending 28 February 2022.

**7. Internal Examiners Report.**

Members to consider the report from the internal examiner.

**8. Legionella Risk Assessment: Remedial Works.**

Members to note that the Chairman and the Clerk under delegated powers have placed an order with Aquavent Ltd for remedial works to the Ash Centre & Workshops after the Legionella Risk highlighted issues with pipework.

**9. New Energy Contract.**

Members to consider new energy contract subject to quotes being received.

**10. Events Working Group.**

Members to note the minutes of the Events Working Group Meetings held on 23 February 2022 as at Agenda Appendix A.

**11. Ash Matters Working Group.**

Members to note the minutes of the Ash Matters Working Group Meetings held on 22 February 2022 as at Agenda Appendix B.

**12. Correspondence.**

**13. Date of Next Meeting.**

The date of the next meeting is **Monday 25 April 2022** 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 23 February 2022 via Microsoft Teams  
commencing at 13:30**

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

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

No apologies for absence were received.

**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 Wednesday 19th January 2022 copies of which have been circulated to members.

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

Ali confirmed preparations are proceeding for this event, just waiting for confirmation from the Co-Op as to whether they can sponsor the event and what prizes they are able to donate. Once this has been confirmed the event will be ready to be publicised on the APC website, Cllr John Tonks's website and Facebook after the end of February 2022.

The members agreed that a flyer for shops and noticeboards would be another way to publicise this event.

Jo Packman asked for the details to be sent across to her when available and she will also publicise the event.

**5. Ash "Virtually" In Bloom 2022. (agenda item 5)**

Ali confirmed preparations are proceeding for this event, just waiting for confirmation from Kia Dover Garage as to whether they are happy to sponsor the event again this year. Squires Garden Centre will also be approached about sponsorship once we have confirmation from Kia Dover Garage. Once this has been all been confirmed the event will be ready to be publicised on the APC website, Cllr John Tonks's website, Facebook, and flyers for shops on 25<sup>th</sup> April 2022 (the start of the event).

Jo Packman asked for the details to be sent across to her when available and she will also publicise the event.

**6. Fun Day 2022. (agenda item 6)**

Members agreed they would like to have the beer tent back. Richard Tolley confirmed he could get some volunteers to help run this on the day. Bottles and cans would be purchased from wholesalers or supermarkets before the event and a licence for selling alcohol on the day would be obtained. Instead of a tent outside it would be located inside the hall with drinks purchased through the furthest fire exit door as the Mother’s Union would be using the kitchen area for selling teas, coffees, and cakes.

Cllr John Tonks advised the idea for entertainment this year was a live band and something for the children. If members didn’t like this idea, then please provide some alternative suggestions. Members agreed to something for the children and the live band on the condition it was a sensible price and played the correct music.

Ali confirmed that Rushmoor Rotary Club (BBQ), Four Paws (Dog Show) and Tennis Club have all booked for the event and stalls are already being sold. Cllr John Tonks will work with Ali to produce a new field layout to incorporate everything.

**7. Queen’s Platinum Jubilee Celebrations. (agenda item 7)**

Cllr Nigel Manning advised that we are unlikely to plant the trees for the Queen’s Green Canopy this side of the planting period (before April) so will aim for planting the trees at the next planting period (October).

Cllr John Tonks confirmed the Friary Brass Band were available on 17<sup>th</sup> September 2022. Members agreed that due to weather it would be best to hold the event inside the hall, with a bar in the kitchen area and the field used for additional parking. The event would be a ticket only and tickets would cost approximately £10-£12.50 each. Bottles and cans would be purchased from wholesalers or supermarkets before the event and a licence for selling alcohol on the day would be obtained.

Richard Tolley volunteered to help at this event and will investigate whether he can obtain any other volunteers.

**8. Date of Next Meeting (agenda item 8)**

The date of the next meeting was agreed as 30 March 2022 at 13:30 via Microsoft Teams.

The meeting closed at 14:28

Signed ..... Date .....

**AGENDA APPENDIX B**

**ASH PARISH COUNCIL**

**Minutes of the Ash Matters Working Group  
held on 22 February 2022 via Microsoft Teams  
commencing at 15:30**

Present:	Cllr John Tonks	✓
	Cllr Nigel Manning	✓
	Cllr Marsha Moseley	✓
	Ali Watmore	✓
	Dennis Wheeler	✓
	Mark Ashdowne	✓

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

No apologies for absence were received.

**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 Thursday 10th February 2022 copies of which have been circulated to members.

**4. Ash Matters 2022. (agenda item 4)**

The working group agreed that as no comments had been received back from the councillors then we would now proceed to print.

Cllr John Tonks will put the dates for the diary in chronological order and then produce the final PDF. The final PDF will be forwarded to Mark to enable him to place the order with the printers for 8750 copies.

**5. Date of Next Meeting (agenda item 5)**

The date of the next meeting was agreed as 1 September 2022 at 15:30 via Microsoft Teams.

The meeting closed at 15:48

Signed ..... Date .....