

**ASH PARISH COUNCIL****Minutes of the Meeting of the Amenities, Finance and Administration Committee  
held via Microsoft Teams  
on Monday 23 January 2023 which commenced at 7:00pm**

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

Substitutes: All councillors not committee members

✓ Present                      x Not Present                      A Apology for Absence

**Part I – Public Session****182. Accept Apologies for Absence. (agenda item 1)**

Apologies for absence were received from Cllr Nigel Manning and Cllr Bill Cole.

**183. To Receive Declarations of Interest. (agenda item 2)**

There were no declarations of interest.

**184. Confirmation of the Minutes. (agenda item 3)**

Members agreed the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 28 November 2022. 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.

**185. 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\\_N2ZiZTJiOTctZWQzYS00Y2Y2LTg1MmltYTA0MTE2MzFhZmI4%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_N2ZiZTJiOTctZWQzYS00Y2Y2LTg1MmltYTA0MTE2MzFhZmI4%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/>

There were no members of the public present.

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

Members considered and noted the monthly accounts ending 30 November and 31 December 2022.

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

Members considered and noted the bank reconciliations ending 30 November and 31 December 2022.

**188. Outstanding Balances Report.** (agenda item 7)

Members considered and noted the outstanding balance report dated 31 December 2022.

**189. Roller Shutter Door Yearly Servicing.** (agenda item 8)

Members agreed to servicing the roller shutter doors at a cost of £70.00 + VAT per shutter per year. Total cost for servicing the seven roller shutter doors is £490.00 +VAT.

**190. Fairs and Circuses, Cemetery and Allotment Rental Prices 2023/24.** (agenda item 9)

Members to consider a 5% price increase for rental 2023/24.

***Resolved upon consideration to agree to the 5% price increase :***

**Fairs and Circuses**

<b>Other Facility</b>	<b>AGREED CHARGE 2023/2024</b>
Deposit	£446.00
Per Operational Day	£380.00
Per Non-Operational Day	£47.00
Commercial Organisations	£380.00
Local Organisations	£183.00
Deposits	£446.00
Registered Charities	Price on Application

**Cemetery**

<b>SERVICE</b>	<b>AGREED CHARGE 2023/2024</b>
Adult Graves in rotation	£1406.00
Adult Grave out of rotation	£2536.00
Cremated Remains Plot	£645.00
Childs Grave	£821.10
The body of a person 18 years of age and over in a new grave	£1416.00
The body of a person 18 years of age and over – second interment into existing grave	£970.00
The interment of cremated remains in a previously purchased grave	£370.00
The body of a child over 1 month but under 13 years	£176.00
The body of a stillborn child or up to the age of 1 month (from in parish)	FREE £121.00
Headstone (including the first inscription)	£243.00
Kerb Set	£243.00
Additional inscription	£127.00
Exclusive Right to Memorial Wall Space (each 10-year period)	£722.00
Inscribed Tablet (Included in above fee)	£722.00
Interment into Bricked Vaulted Grave at single depth	£3854.00
Interment into Bricked Vaulted Grave at double depth	£5744.00

**N.B. ALL CHARGES ARE DOUBLED FOR 'OUT OF PARISH'****Allotment**

<b>Site</b>	<b>AGREED CHARGE 2023/2024</b>
<b>Harpers Road Full Plot</b>	<b>£81.00</b>
<b>Harpers Road Concessions - Full Plot</b>	<b>£54.00</b>
<b>Harpers Road Half Plot</b>	<b>£40.50</b>
<b>Harpers Road Concessions - Half Plot</b>	<b>£27.00</b>
<b>Shawfield Road Full Plot</b>	<b>£71.00</b>
<b>Shawfield Road Concessions - Full Plot</b>	<b>£44.00</b>
<b>Shawfield Road Half Plot</b>	<b>£35.50</b>
<b>Shawfield Road Concessions - Half Plot</b>	<b>£22.00</b>

**Ash Centre Occasional Hall bookings**

Ash Centre occasional hall bookings may only be booked two months in advance with a £10.00 per day per booking cancellation fee.

**191. Donation to Frimley Park Hospital. (agenda item 10)**

Members agreed to donating £1365 which has been raised during the council events in 2022 to Frimley Park Hospital.

**192. Events Working Group. (agenda item 11)**

Members noted the minutes of the Events Working Group Meetings held on 8 November and 16 November 2022 as at Agenda Appendix A.

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

There was no correspondence.

**194. Date of Next Meeting. (agenda item 13)**

The date of the next meeting is **Monday 27 February 2023** commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

*The meeting closed at 19:30pm*

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

**AGENDA APPENDIX A****ASH PARISH COUNCIL****Minutes of the Events Working Group  
held on 8 November 2022 via Microsoft Teams  
commencing at 14:00**

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

Also in attendance: Len Scott

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

Apologies for absence were received from Cllr Marsha Moseley, Ali Watmore and Jo Packman.

**2. Declarations of Interest. (agenda item 2)**

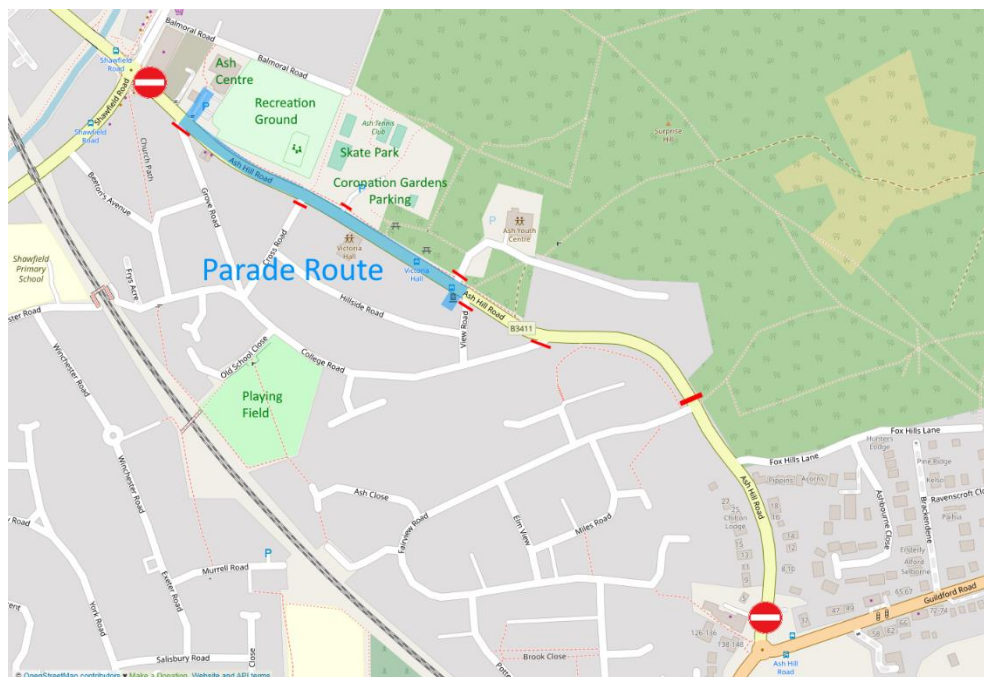
There were no declarations of interest to report.

**3. Confirmation of Minutes. (agenda item 3)**

The minutes of the Events Working Group Meeting held on Wednesday 7th September 2022 copies of which have been circulated to members.

**4. Remembrance 2022**

- A meeting has been held with all the uniformed originations
- Roads will be closed at 9:30am, but those taking part in the parade will be allowed through until 10:00am. After this the only person allowed through will be Michael Gove MP, who will be dropped off and the car will then leave to park elsewhere. The roads re-open at 12:30pm.
- The roadblock at the Guildford Road end of Ash Hill Road has been moved to the north of Fairview Road to allow residents in Fox Hills Lane and Fairview Road to leave the estate but the roundabout at the Dover Arms will display a road closure sign. An additional roadblock will in place just south of the War Memorial. Prime 1 are operating the roadblocks and they will be contactable using radios that Cllr Tonks and Ali Watmore will have on them.
- The Street team are meeting at Pat's on Sunday morning. Between 9:15 and 10:00, two members of the street team will be at Coronation Gardens advising anyone entering that the car park will be closed from 10:00 until 12:30 at the latest. After 10:00 they will move to the top of the hill to sell poppies and give out order of service.  
Three members of the street team will form the tail end of the parade, before this they will also be giving out order of service's and selling poppies at the bottom of the hill
- Richard, if able, will join the street team at the top of the hill



- Pat will remind Cove Band to arrive at the memorial at 9:30 as the road closure fully comes into force at 10:00
- The path outside Coronation Gardens should be reopened ahead of Remembrance Sunday. The works are likely to have moved to the path on the other side of the road and will be closed instead.
- New speakers will be used this year, and these have been tested
- The battery powered radio speakers will be used at the Ash Centre Car Park as in past years.

**Actions**

- Father Keith has a service at 9:30 so we need to check how he is traveling and if this will mean he needs to travel through the barrier after 10:00
- Reconfirm if Mr Gove will still attend and what time he plans to arrive, if after 10:00
- Check whether anyone from St Marys is attending
- Pat will ask for two extra collection tins from RBL
- Pat will collect the two small poppy boxes and the orders of service from the Ash Centre.

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

The date of the next meeting was agreed as Wednesday 16 November 2022 at 14:00.

The meeting closed at 14:35

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

**ASH PARISH COUNCIL**

**Minutes of the Events Working Group  
held on 16 November 2022 via Microsoft Teams  
commencing at 14:00**

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

Also in attendance: Len Scott

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

Apologies for absence were received from Cllr Nigel Manning and Cllr Marsha Moseley.

**2. Declarations of Interest. (agenda item 2)**

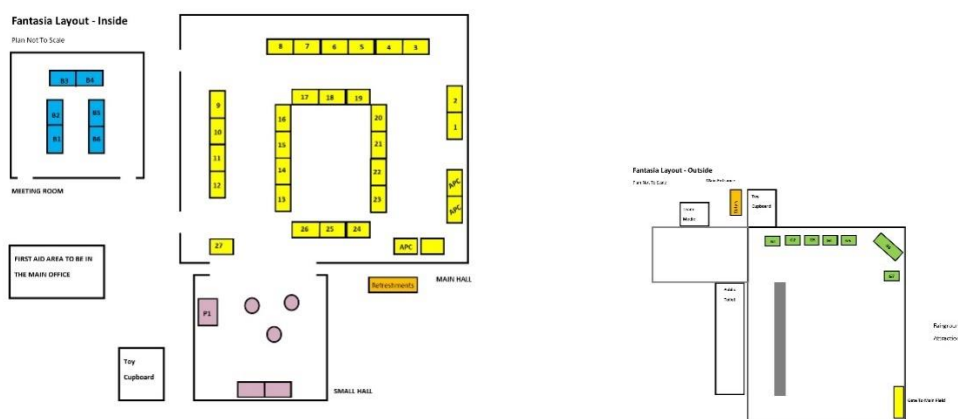
There were no declarations of interest to report.

**3. Confirmation of Minutes. (agenda item 3)**

The minutes of the Events Working Group Meeting held on Tuesday 8th November 2022 copies of which have been circulated to members.

**4. Fantasia 2022. (agenda item 4)**

Ali shared the layout on screen, and it was recommended that we increase the floor area in the meeting room as last year there was issues with people getting in and out to the room. The following layout was agreed :



Kevin will be cutting back the hedges the week of the event.  
Cllr John Tonks will hold a briefing meeting with the Traffic management company, Community Street Team Members and other Marshalls at 15.30 in the Parish Office.

All Marshalls on the day will have Carol sheets and sweets to hand out together with sweets to hand out for children not getting a sweet from Father Christmas. The band will start playing from 16.15 and Santa will arrive at 17.00 to switch on the lights.

Bridges close at 16.00 but the manager will be opening the office to enable the power to be switched on for the Christmas lights.

Cllr Pat Scott confirmed Vale Furnishers would not put their main shop lights on until the tree lights had been switched on by Father Christmas.

Jo Packman confirmed that she is not able to attend the event, but another member of the Community Wellbeing Team will be attending in her place, and she is briefing them on what is required.

Cllr Pat Scott will check with Abbeywood to see if any of their residents are going to be attending and will see how many helpers she can muster for the day.

The float with Santa and two others in costume will be escorted by Prime One down to the Christmas tree.

Len Scott asked if the band could have the plastic barriers around their area and they only need one plastic chair. Can Cllr Nigel Manning be asked to say his thank you's after the band have finished playing we wish you a Merry Christmas?

The new Christmas motifs the council purchased this year will be placed on the Wharf and the Greyhound roundabout.

Cllr John Tonks has fixed the snow machine so that it only blows out small particles. If this doesn't work, then a new one will have to be purchased for next year.

Coronation Gardens is the only car park available for the public and stall holders to use.

Need plastic barriers at the front of APC car park to maintain its closure.

Posters advertising the event are going to be put up as we did for Remembrance Day. Cllr Pat Scott agreed to distribute the posters around The Wharf and requested 10 x A4 copies for the shops and 1 x A3 for her fence. No poster to be displayed on the streetlight outside the RSPCA shop as they display a poster on their window. Cllr Pat Scott also offered to visit the local shops and collect any prizes they wished to donate for the Council's tombola stall.

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

The date of the next meeting was agreed as Wednesday 11 January 2023 at 14:00 via Microsoft Teams.

The meeting closed at 15:00

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