

**ASH PARISH COUNCIL****Minutes of the Meeting of the Amenities, Finance and Administration Committee  
held via Microsoft Teams  
on Monday 27 March 2023 which commenced at 7:00pm**

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

Also Present: Cllr Richard Lucas

Substitutes: All councillors not committee members

✓ Present                      x Not Present                      A Apology for Absence

**Part I – Public Session****208. Accept Apologies for Absence. (agenda item 1)**

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

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

There were no declarations of interest.

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

Members agreed the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 27 February 2023. 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.

**211. 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\\_NTBhZWVhODItOTJmMS00N2Y1LTgzZmYtNWmxOTJkMzBkYzM4%40thread.v2/0?context=%7b%22Tid%22%3a%22655dc6d2-cc35-4837-9012-8b3f621f8869%22%2c%22Oid%22%3a%22d41eca23-42f8-44bf-a0b5-6c275e75eedc%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTBhZWVhODItOTJmMS00N2Y1LTgzZmYtNWmxOTJkMzBkYzM4%40thread.v2/0?context=%7b%22Tid%22%3a%22655dc6d2-cc35-4837-9012-8b3f621f8869%22%2c%22Oid%22%3a%22d41eca23-42f8-44bf-a0b5-6c275e75eedc%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.

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

Members considered and noted the monthly accounts ending 28 February 2023.

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

Members considered and noted the bank reconciliations ending 28 February 2023.

**214. Parish Office Printer.** (agenda item 7)

Members are asked to consider a revised cost of the rental of the office printer/ photocopier with a new 60 month agreement with **Insight Systems the Parish's current supplier.**

Current Cost	Price
Toshiba 3515 Rental	£ 1,325.00
Average mono volume of 4963 @ 0.58 pence each	£ 28.79
Network support	£ 22.81
Average colour volume of 3208 @ 5.6 pence each	Included
Current Expenditure	£ 1,376.60 PER QUARTER

The above price is plus VAT

Insight systems propose to settle all liability to our current agreements, then to commence a new 60 month agreement for the retained machine with all average volumes and network support fully included for 24 months, at that point they will commit to a full account review where they will offer an upgraded machine or further cost reduction.

Revised Cost	Price
Toshiba 3515 Rental	Included
Average mono volume of 4963	Included
Average colour volume of 3208	Included
Network support	Included
Revised Expenditure	£ 1,175.00 PER QUARTER

The above price is plus VAT

If members agree to enter into this 60 month agreement, it would bring an annual saving of £800.00.

***Resolved upon consideration to defer this item and obtain exit cost for current contractor as well as two alternative quotes.***

**215. Correspondence.** (agenda item 8)

There was no correspondence.

**216. Date of Next Meeting.** (agenda item 9)

The date of the next meeting is **Monday 24 April 2023** commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

*The meeting closed at 19:10pm*

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