

## ASH PARISH COUNCIL

### Minutes of the Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 17 April 2023 which commenced at 6.30pm

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

✓ Present

x Not Present

A Apology for Absence

#### **Part I – Public Session**

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

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

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

There were no declarations of interest for this meeting.

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

The minutes of the Meeting of the Parish Council held on Monday 13 March 2023, copies of which have been circulated to members, were confirmed with one amendment that the date at the top of each page to state 13 March 2023. The amended minutes were approved as a true record and will be signed by the Chairman of the Council.

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

##### **Ash Road Bridge.**

At Full Council last month Guildford Borough Council had approved the increased budget, subject to final tenders being signed off, and all being well work should start June 2023. The bus stop at Dover Garage has been closed and the next bus stop is opposite Chester Road.

##### **Roadworks**

Guildford Road/Ash Hill Road work has started on the new roundabout with multiway traffic lights until 11 August.

Manor Road new customer connections being installed by Vodafone with multiway traffic lights and should be finished today.

Ash Church Road new customer connections being installed by Vodafone with two-way traffic 18 - 20 April.

Ash Street new customer connections being installed by Vodafone with two-way traffic 19 - 23 April.

Frimley Road fibre checking and cleaning cables with two-way lights 18 – 20 April.

Pirbright Road closed due to emergency water work repairs.

### **Kings Coronation 6 May**

Bunting will be put up around the centre in celebration of this occasion.

### **Brass Band Concert 24 June**

Just to remind everyone that you can still book your free tickets for this event, limited due to capacity of the main hall. Tickets can be booked by the link on the council's website or by phoning the office. So far 50% of tickets have been booked.

### **Thankyou**

As this is the last meeting of the council in this four-year period, the Chairman stepped down and thanked everybody for serving whether for the whole term or part term and for any councillors staying on I wish you good luck.

#### **144. 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).***

#### **145. 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>March</b>	<b>27</b>	<b>2023</b>	<b>Minute Number</b>	<b>172 to 180</b>
<b>AFA</b>	<b>March</b>	<b>27</b>	<b>2023</b>	<b>Minute Number</b>	<b>208 to 216</b>

#### **146. Monthly Payments List. (agenda item 7)**

Members received and approved the monthly payments list giving details of the March 2023 expenditure as attached at Agenda Appendix B.

#### **147. Earmarked Reserve Movements (EMR). (agenda item 8)**

Members noted that the Chairman and the Clerk used their delegated powers to move £100,000 from Street Lightning EMR to the Rolling Capital Programme Fund EMR.

#### **148. Servicing Movable Acoustic Wall. (agenda item 9)**

Members to consider appointing a contractor to service the movable acoustic wall.

<b>Contractor</b>	<b>Period</b>	<b>Cost</b>
A.	One Year	£395.00 + VAT
	Three Year Service Agreement (per annum)	£367.00 + VAT
	Five Year Service Agreement (per annum)	£347.00 + VAT
B.	One Year	£595.00 + VAT
	Three Year Service Agreement (per annum)	£575.00 + VAT
	Five Year Service Agreement (per annum)	£555.00 + VAT

**Resolved upon consideration for Contractor A to be appointed for a five year service agreement at a cost of £555.00 + VAT per annum.**

**149. Correspondence.** (agenda item 10)

There was no correspondence to report.

**150. Next Meeting.** (agenda item 12)

The next meeting is on Monday 22 May 2023 at 18:30.

*The meeting closed at 19:15pm.*

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

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

**AGENDA APPENDIX A**

**ASH PARISH COUNCIL**

**LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS**

**March 2023**

<b>DATE OF MEETING</b>	<b>MEMBER</b>	<b>MINUTE REF &amp; PAGE NO.</b>	<b>TYPE AND NATURE OF INTEREST</b>
<b>PLANNING</b> 27 March 2023			<b>None.</b>
<b>AMENITIES, FINANCE AND ADMINISTRATION</b> 27 March 2023			<b>None.</b>

## AGENDA APPENDIX B

## Payments List

Date: 04/04/2023

Ash Parish Council

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Time: 15:38

Co-op Community Directplus Acc

List of Payments made between 01/03/2023 and 31/03/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/03/2023	CO-OP Bank	BACS	33.00		Bank Charges for Feb
07/03/2023	Hannah Warner	BACS 1	33.00		Casual Staff cover
07/03/2023	Hannah Warner	BACS 6	110.00		Casual Staff Cover
07/03/2023	Screwfix	BACS 2	35.95		Line Marker Paint Spray
07/03/2023	WJ Fire Protection Services	BACS 3	96.00		Six Monthly Alarm Check
07/03/2023	WJ Fire Protection Services	BACS 4	96.00		Annual Emergency Light Test
07/03/2023	WJ Fire Protection Services	BACS 8	144.00		Fire Alarm Maintenance
07/03/2023	Brand Pest Control	BACS 5	108.00		Removal of dead Fox
07/03/2023	Quartix Ltd	BACS 7	116.40		Removal of Van Tracking
07/03/2023	D. J. Squire & Co Ltd	BACS 9	150.00		Vouchers for Ash in Bloom
07/03/2023	GB Sports & Leisure	BACS 10	212.40		Alluminium Post Caps
07/03/2023	GLS Educational Supplies Limit	BACS 11	218.32		Toilet Paper/Refuse Sacks
07/03/2023	Fleet Line Markers Ltd	BACS 12	227.18		White Line Marker Paint
07/03/2023	The Play Inspection Company	BACS 13	500.40		Annual Playground Inspection
07/03/2023	Auditing Solutions Limited	BACS 14	576.00		First Interim Audit 2022-23
07/03/2023	Neil Curtis & Sons	BACS 15	670.00		Grave Dig x 2
07/03/2023	Ellack Cleaning CoOntractors L	BACS 16	812.88		Feb Cleaning
07/03/2023	Shield Security Services Ltd	BACS 17	855.00		External Security for March
07/03/2023	Prime One Maintenance Ltd	BACS 18	2,668.93		Monthly Light Maintenance
07/03/2023	Prime One Maintenance Ltd	BACS 19	2,919.16		Monthly CCTV Maintenance
07/03/2023	WorkNest Ltd	BACS 20	450.00		Occupational Health
07/03/2023	Octopus Energy	BACS 21	11.00		Electric at Harpers Portocabin
07/03/2023	Octopus Energy	BACS 22	777.25		Electric at Council Office
07/03/2023	Octopus Energy	BACS 23	12.11		Electric at Carrington Rec
07/03/2023	Octopus Energy	BACS 24	17.47		Electric at Carrington Toilet
07/03/2023	Octopus Energy	BACS 25	56.58		Electric at Ash Rec
07/03/2023	Octopus Energy	BACS 26	126.93		Electric at Harpers Scout Hut
07/03/2023	Octopus Energy	BACS 27	226.97		Electric at Public Toilets Ash
07/03/2023	E-ON	BACS 28	340.76		Gas for Harpers Scout Hut
07/03/2023	E-ON	BACS 29	761.94		Gas at Ash Centre
19/03/2023	Public Works Loans	2043.20	2,043.20		Loan repayment
21/03/2023	Fairway Paving	BACS 31	28,500.00		Pathway at Carrington
21/03/2023	Fairway Paving	BACS 32	960.00		Repairs to Turning Circle
21/03/2023	The Recruitment Lab	BACS 33	421.32		Temp Receptionist Hours
21/03/2023	Lockrite Security	BACS 34	50.40		Keys for Harpers Allotments
21/03/2023	G Tomkins Window Cleaning	BACS 35	20.00		March Window Cleaning
22/03/2023	Scottish and Southern Energy	CREDIT	-653.76		Purchase Ledger Payment
22/03/2023	Franco typ Postalia Ltd	BACS 30	50.00		Postage for Franking Machine
22/03/2023	Ash Road Service Centre Ltd	BACS 36	50.08		MOT on Van YO66EFB
22/03/2023	Treasured Memories Limited	BACS 37	52.08		Temporary Memeorial - Roberts
22/03/2023	G Greaves Hurd	BACS 38	60.00		Repairs to Plug Socket
22/03/2023	Joel Baker	BACS 39	179.15		Azure Plan Jan 23
22/03/2023	Joel Baker	BACS 40	181.32		Azure Plan Dec 2022
22/03/2023	Joel Baker	BACS 42	240.00		Reset WiFi and Phone System
22/03/2023	Joel Baker	BACS 44	428.04		Microsoft 365 Subs Jan 2023
22/03/2023	Joel Baker	BACS 45	428.04		Microsoft 365 Subscriptions
22/03/2023	Farnborough Tool Hire	BACS 41	235.87		Staff work boots

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Date: 04/04/2023

## Ash Parish Council

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Time: 15:38

## Co-op Community Directplus Acc

## List of Payments made between 01/03/2023 and 31/03/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/03/2023	Magic signs	BACS 43	388.99		Car Park Signs/Van Stickers
22/03/2023	Improvement & Development Agen	BACS 46	561.60		Link Subscription 23/24
22/03/2023	J P and S Services	BACS 47	285.04		Fuel for Vans & Equipment
22/03/2023	Prime One Maintenance Ltd	BACS 48	24,399.98		Concrete Columns replacements
23/03/2023	Surrey Pensions	BACS	4,148.46		March Pensions Contributions
23/03/2023	HMRC	BACS	3,956.37		PAYE and NI Feb/Mar
23/03/2023	Ash Road Service Centre Ltd	BACS 36c	-0.16		MOT on Van YO66EFB
23/03/2023	Ash Road Service Centre Ltd	CREDIT	0.16		ACCOUNT CLEAR
28/03/2023	E-ON	BACS 49	315.60		Gas at Ash Centre
30/03/2023	Various - Wages	BACS	13,227.41		March 2023 Salaries
30/03/2023	Edmundson Ekelectrical Ltd	BACS 51	54.00		Disposable Gloves
30/03/2023	Magic signs	BACS 52	150.00		Car Park Sign Amendments
30/03/2023	Viking Direct	BACS 53	158.65		Paper Envelopes Archive Boxes
30/03/2023	Accurate Mechanical Services	BACS 54	196.86		Aircon Fix buzzing
30/03/2023	Royal Mail	BACS 56	656.05		Ash MATTERS Delivery
30/03/2023	Imprint Colour Limited	BACS 57	870.00		Ash Matters News Letter Print
30/03/2023	Petty Cash	ZWHEELER	113.22		Petty Cash Top Up
30/03/2023	J.L. Joyce. Fencing	BACS 58	3,280.00		Installing Steel Fence APC
30/03/2023	Rigby Taylor t/a Origin Amenit	On Account	728.93		Purchase Ledger Payment
31/03/2023	Scottish and Southern Energy	BACS 25	1,401.89		Purchase Ledger Payment
31/03/2023	E-ON	BACS 50	74.16		Gas for Ash Centre
31/03/2023	Wicksteed Leisure Limited	BACS 59	25,953.41		Multiplay set for Harpers

Total Payments      127,529.99

Clerk.....Chairman.....

Date.....17/04/23

## APPENDIX A

**PUBLIC ADJOURNMENT.**

***Due to the roadworks on Guildford Road, could more boards be placed in the adjacent roads to help keep the junctions clear as at the moment they are being blocked with parked vehicles.***

*The Surrey County Councillor present will report this issue to Surrey County Council (SCC) directly.*

***A thank you to all the councillors that are not standing in the next election for all their work.***

***Three lights are not working in the pedestrian tunnel in Shawfield Road.***

*The office staff will report this.*

***The Surrey County Councillor present has reported the electric box that is coming off the wall on the pedestrian tunnel in Shawfield Road.***

***Part of the original footpath in the cemetery which is opposite the new path that APC are installing is water logged.***

*The Surrey County Councillor present will report this issue to SCC.*

**Ash Ranges :**

***Were the council aware when they made the announcement on the website that the path had been finished and access to the Ranges would be available to all when the flags were not flying that this would only be for Easter?***

*No the council were not aware. The issue is that when Landmark are working, access to the Central road area needs to be closed for H&S reasons. A gate was meant to be installed so that the East/West corridor could be opened to the public when the flags are down. It seems that either MOD got the plans wrong or Landmark overlooked the gate! The Chairman has already spoken to DIO about this and they have agreed to get the gate installed as a matter of urgency, but have not provided a time scale.*

*The Chairman will put together some words for the website when he receives more information to ensure everyone is kept updated.*

***Why wasn't this gate agreed before?***

*The gate was part of the discussed design, but The Chairman wasn't aware of the issue when he had viewed the internal works from the exterior path. It was only when he visited the site for a meeting with MOD at the end of March that he was made aware of the problem.*

***Has Mr Gove been made aware of this new issue?***

*Mr Gove has not been contacted as it is not necessary for him to be involved at this time as the MOD have been undertaking the works required by the Defence Minister Jeremy Quin MP.*

***Why are some gates left open whilst other gates locked?***

*This has been mentioned to the DIO and they will look into this further.*

***Why is there a disagreement over the use of the Ranges for cadets?***

*That is a matter for the MOD and not part of APC involvement. However, no firing happens on the Ranges after 4.30pm as it has been moved elsewhere so as to give more public access. Individual groups can request access directly but need to be aware that at the moment the Ranges are being used more frequently due to increased training due to the war in Ukraine.*

***Does the Chairman have a formal agreement with DIO/MOD about access for the public to the Ranges and can all councillors be included in any/further correspondence?***

*The only agreement is via the letter from Jeremy Quin MP and due to confidentiality reasons councillors cannot be copied in on any correspondence with the DIO/MOD. Subsequent to getting the Minister of Defence to require MOD to undertake the works as set out in his widely*

*published letter, Ash Parish Council via The Chairman and Cllr Randall have only been involved in ensuring all the required works were carried out.*

***Can the Chairman leave full notes/details in the Parish records to ensure the next Chairman can follow up on these issues?***

*Yes the Chairman will pass on any relevant notes/details he is able to without breaking any confidentiality rules.*