

# ASH PARISH COUNCIL

Dennis Wheeler  
Clerk to the Council

Tel: 01252 328287  
Fax: 01252 319338  
E-mail: [office@ashpcsurrey.gov.uk](mailto:office@ashpcsurrey.gov.uk)  
Website: [www.ashpcsurrey.gov.uk](http://www.ashpcsurrey.gov.uk)

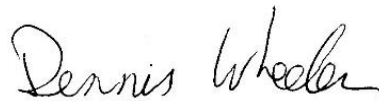
Council Offices  
Ash Centre  
Ash Hill Road  
Ash, Surrey  
GU12 5DP

31 October 2023

## To Members of Ash Parish Council

Councillors are hereby summoned, and members of the public are invited and have a right to be present at a meeting of the Parish Council **on Monday 6 November 2023** commencing at **18:30**.

Provision will be made for Public Question Time.



Dennis Wheeler  
Clerk to the Council

## AGENDA

### **Part I – Public Session**

**1. Apologies for Absence.**

**2. Declarations of Interest.**

To receive declarations of interest relating to Committee Meetings as at Appendix A.

**3. Confirmation of the Minutes.**

To confirm the minutes of the Council Meeting held on Monday 9 October 2023, which have been previously circulated.

**4. Chairman’s Announcements.**

To receive the Chairman’s announcements.

**5. Adjournment.**

To consider adjourning the meeting for a maximum period of 25 minutes, to enable members of the public to raise questions. Strict rotation will be enforced allowing only one person at a time to speak.

**6. Reports of Committees.**

To receive and agree the following committee reports, copies of which have been circulated:

<b>Planning</b>	<b>October</b>	<b>23</b>	<b>2023</b>	<b>Minute Number</b>	<b>222 to 229</b>
<b>A,F&amp; A</b>	<b>October</b>	<b>23</b>	<b>2023</b>	<b>Minute Number</b>	<b>265 to 278</b>

**7. Monthly Payments List.**

To receive and approve the monthly payments list giving details of September 2023 payments as at Appendix B.

**8. Third Draft Budget 2024/25.**

Members to consider the second draft of the 2024/2025 budget.

**9. First Interim Audit Report.**

Members to note the First Interim Internal Audit Report for 2023-2024.

**10. Investing Money.**

Members to consider transferring £200,000 from the Co Op Bank to the CCLA Public Sector Deposit Fund.

**11. Council Policies Updates.**

Members to approve the revised Council policies:

Adopted Date	Policy	Revision Date
2022	Data protection Policy	13 November 2023
2023	Governance and Risk Register	13 November 2023
2019	Publications Scheme	13 November 2023

**12. Community Grants Policy Review.**

Members to consider the revision of the Community Grants policy.

Paragraph 4 A. Policy Statement

to read:

- 4) The amount requested should not exceed £500.00 per month
- 7) The maximum award under the Community Grants Scheme is £500.00 per application per month.

Paragraph 5. Application Process

- E. Applicants may apply once every month in each financial year (1 April to 31 March). A successful application in one financial month does not guarantee agreement for future months/years. Whether successful or not, all applicants may apply again in subsequent months/years.

The Chairman and Clerk may approve an application for a maximum of three months without the applicant re-applying but must report the decision to the next Amenities, Finance & Administration Committee.

**13. Christmas & New Year Closing 2023/24.**

Members to consider the proposed closures of the Parish Offices for the Christmas and New Year period 2023/2024.

**14. Correspondence.**

**15. Next Meeting.**

The date of the next meeting is **Monday 11 December 2023** at 18:30.

**AGENDA APPENDIX A****ASH PARISH COUNCIL****LOCAL CODE OF CONDUCT – DISCLOSURE OF INTEREST****October 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> <b>23 October 2023</b>			<b>None.</b>
<b>Administration, Finance &amp; Amenities (A, F&amp;A)</b> <b>23 October 2023</b>	<b>Cllr Carla Morson</b>	<b>266 72</b>	<b>Non-pecuniary.</b>

**AGENDA APPENDIX B****Payments List**

Date: 09/10/2023

**Ash Parish Council**

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Time: 09:35

**Co-op Community Directplus Acc****List of Payments made between 01/09/2023 and 30/09/2023**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/09/2023	CO-OP BANK	DD	28.35		BANK CHARGES FOR AUGUST
05/09/2023	Magic signs	BACS 1	60.00		2023 Date changes to Banners
05/09/2023	Aquavent Ltd	BACS 2	133.00		Monthly water checks
05/09/2023	John B McKernan	BACS 3	210.00		Ash Parish Water
05/09/2023	Viking Direct	BACS 4	240.60		Office supplies/Cleaning Mater
05/09/2023	ADF Tree Surgeons	BACS 5	258.00		Tree Felled at Carrington Rec
05/09/2023	Steve Pike	BACS 6	277.50		Grass Cutting in Parish
05/09/2023	MARSH AGRI SERVICES	BACS 7	288.00		Hedge cutting at Harpers Road
05/09/2023	Neil Curtis & Sons	BACS 8	370.00		Grave Dig - Boulton
05/09/2023	John B McKernan	BACS 9	383.25		Watering of Parish Baskets
05/09/2023	Lockrite Security	BACS 10	449.59		Yearly maintenance on alarm sy
05/09/2023	The Recruitment Lab	BACS 11	636.87		Temporary Reception Staff
05/09/2023	The Recruitment Lab	BACS 12	636.88		Temporary Reception Staff
05/09/2023	Ellack Cleaning Contractors Lt	BACS 13	812.88		Office Cleaning August 2023
05/09/2023	Shield Security Services Ltd	BACS 14	885.00		Monthly External Security
05/09/2023	Annek Services Ltd	BACS 16	1,824.00		Fire Door Repairs and Service
05/09/2023	J & G Drain Services	BACS 17	3,822.96		Installation of water tanks
05/09/2023	Flow Plates Ltd	BACS 18	4,153.20		New Barrier for Coronation Gdn
05/09/2023	HMRC	BACS	3,709.09		PAYE & NI AUGUST SALARIES
05/09/2023	Quickshop Fronts	BACS	1,062.00		Duplicate Payment
12/09/2023	Octopus Energy	BACS 19	9.99		Electric at Carrington Rec
12/09/2023	Octopus Energy	BACS 20	12.75		Electric at Carrington Toilets
12/09/2023	Octopus Energy	BACS 21	38.24		Electric at Ash Rec
12/09/2023	Octopus Energy	BACS 22	47.46		Electric at Harpers Scout Hut
12/09/2023	Octopus Energy	BACS 23	114.71		Electric Public Toilets APC
12/09/2023	Octopus Energy	BACS 24	412.82		Electric at Ash Centre
19/09/2023	E-ON	BACS 25	15.66		Gas at Harpers scout Hut
19/09/2023	E-ON	BACS 26	367.47		Gas at the Ash Centre
19/09/2023	Castle Water Ltd	BACS 27	1.37		Water at Harpers Rec
19/09/2023	Castle Water Ltd	BACS 28	49.07		Water at APC Public Toilets
19/09/2023	Wild About Water (UK) Ltd	BACS 31	136.50		Water Fountain Rental
19/09/2023	Cathedral Hygiene	BACS 29	68.72		Additional Sanitary Bin
19/09/2023	WorkNest Ltd	BACS 32	139.32		H R Support
19/09/2023	John B McKernan	BACS 33	199.50		Watering Parish Baskets
19/09/2023	John B McKernan	BACS 34	262.50		Wastering Parish Baskets
19/09/2023	WJ Fire Protection Services	BACS 35	264.00		Six Month Maintenance on Alarm
19/09/2023	Guildford Borough Council	BACS 36	266.50		Refuse Collection Cemetery
19/09/2023	Ash Road Service Centre Ltd	BACS 37	475.83		Repairs to van lights
19/09/2023	G Greaves Hurd	BACS 38	605.00		Outside Electrical Works
19/09/2023	J P and S Services	BACS 39	610.53		Fuel for Vans and Equipment
19/09/2023	The Recruitment Lab	BACS 40	636.88		Temporary Reception Staff
19/09/2023	Dans Garden Services	BACS 41	1,212.00		Cemetery grass cutting
19/09/2023	G-Force Economy Van Hire	BACS 42	40.00		Change over of Tyres
19/09/2023	North Hants Tyres and Wheels	BACS 43	158.40		Tyres for Grass Cutter
19/09/2023	SURREY PENSIONS	DD	3,438.84		PENSIONS FOR AUGUST SALARIES
19/09/2023	Castle Water Ltd	bacs 30	69.09		P/Ledger Electronic Payment
21/09/2023	Scottish and Southern Energy	BACS 44	1,551.14		Electric for Street Lights

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Date: 09/10/2023

**Ash Parish Council**

Page 2

Time: 09:35

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
21/09/2023	Zurich Municipal	BACS 45	6,970.14		8 Months Insurance
21/09/2023	British Telecommunications plc	BACS 46	360.00		BROADBAND/PHONE LINE
21/09/2023	British Telecommunications plc	BACS 47	360.00		Broadband and Telephone
22/09/2023	Cups Direct	BACS 48	155.76		Water Cups Recyclable
22/09/2023	FrancoTyp Postalia Ltd	BACS 49	50.00		Postage on Franking Machine
28/09/2023	VARIOUS	BACS	11,465.53		Wages for September
28/09/2023	COOP Bank	DD	17.99		Currency Conversion Charge
28/09/2023	Prime One Maintenance Ltd	BACS 50	2,668.93		Street Light Monthly Maintenan
28/09/2023	Prime One Maintenance Ltd	BACS 51	3,047.03		CCTV Monthly Maintenance
28/09/2023	Affordable Funeral Supply	BACS 52	654.29		Probes for Cemetery
<b>Total Payments</b>			<b>57,195.13</b>		