

ASH PARISH COUNCIL

Minutes of the Meeting of the Council held in the Ash Centre, Ash Hill Road, Ash on Monday 11 December 2023 which commenced at 18:30

Chairman of the Council:	Cllr Fiona White	✓
Vice Chairman	Cllr Carla Morson	✓
	Cllr Sara Badger	✓
	Cllr Philip Bellamy	✓
	Cllr Carl Cookson	✓
	Cllr Mohammed Faisal	✓
	Cllr Paul Golding	A
	Cllr Richard Lucas	✓
	Cllr Nigel Manning	✓
	Cllr Michael Moriarty	✓
	Cllr Marsha Moseley	✓
	Cllr John Tonks	✓
✓ Present	x Not Present	A Apology for Absence

Part I – Public Session

233. Apologies for Absence. (agenda item 1)

Apologies for absence were received from Cllr Paul Golding.

234. Declarations of Interest. (agenda item 2)

There were no declarations of interest for this meeting.

235. Confirmation of the Minutes. (agenda item 3)

The minutes of the Meeting of the Parish Council held on Monday 09 October 2023, copies of which have been circulated to members, were confirmed as a true record, and will be signed by the Vice Chairman of the Council.

236. Chairman's Announcements. (agenda item 4)

The Chairman confirmed she was happy to be back and had thoroughly enjoyed her first trip out since recovering at APC's Fantasia event.

Several thank you's :

Cllr John Tonks for all his hard work

Cllr Paul Golding for covering people in snow

Len Scott and the band for the music and carols by the Christmas Tree

Cllr Carla Morson for sponsoring the Christmas Tree using her SCC Members Allowance

Father Christmas for turning on the Christmas Tree lights

Cllr John Tonks thanked the Deputy Clerk for helping organise the event and to the all the parish staff and councillors for helping and making the event a great success.

Cllr Carla Morson for deputising for the Chairman in her absence.

The closure of recycling centres at Coronation Gardens, Carrington Recreation and others across the borough :

These areas are no longer required as you can recycle more into your recycling bin at home

Will reduce complaints to councillors as these areas are what residents complain about the most

Will stop the area looking such a mess

Will stop business waste

Any questions :

This is wrong and will cause more fly tipping

Needs advertising – newsletter, signage, noticeboards etc

Parish Council are not legally able to stop fly tipping or prosecute individuals caught fly tipping

237. 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).

238. 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:

Planning	November	23	2023	Minute Number	237 to 243
A,F& A	November	23	2023	Minute Number	279 to 288

239. Monthly Payment List. (agenda item 7)

Members received and approved the monthly payments list giving details of the October 2023 payments as at Appendix B.

240. Fourth Draft Budget 2024/25. (agenda item 8)

Members noted the fourth draft of the 2024/2025 budget.

After some discussion members agreed that the newsletter budget needs increasing by £400 and the Community Grants budget should be £6000. These figures will be incorporated into the draft budget.

241. Fees and Charges Review. (agenda item 9)

Members to consider a report from the Clerk on the fees and charges for the year 2024-2025.

and it was:

Resolved upon consideration to defer the fees and charges review until the next Council meeting on 8 January 2024 to enable the Clerk to obtain further details on what other venues charge to hire their halls in the local area.

242. Harpers Recreation Ground Changing Room Replacement. (agenda item 10)

Members agreed to appointing the contractor to project manage the replacement of the Harpers Recreation Ground changing room at a cost of £19,370.00 + VAT £3874.00 = £23,224.00.

243. Gas Account Renewal. (agenda item 11)

Members agreed to the Chairman and the Clerk using delegated powers to research and negotiate a new Gas contract early in the new year (2024). With the option to use comparison websites and reporting back to the Council in the February 2024 meeting with the result of the negotiations.

244. Correspondence. (agenda item 12)

There was no correspondence to report.

245. Next Meeting. (agenda item 13)

The next meeting is on Monday 8 January 2024.

The meeting closed at 20:00.

Chairman: _____

Date: _____

AGENDA APPENDIX A**ASH PARISH COUNCIL****LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS****October 2023**

DATE OF MEETING	MEMBER	MINUTE REF & PAGE NO.	TYPE AND NATURE OF INTEREST
PLANNING 27 November 2023	Cllr Paul Golding	238 182	Non-pecuniary.
	Cllr Fiona White	238 182	Non-pecuniary.
Administration, Finance & Amenities (A, F&A) 27 November 2023			None.

AGENDA APPENDIX B

Date: 01/12/2023

Ash Parish Council

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Time: 14:29

Co-op Community Directplus Acc

List of Payments made between 01/10/2023 and 31/10/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/10/2023	GLS Educational Supplies Limit	BACS 21	11.20		Refuse Sacks and Liners
01/10/2023	G-Force Economy Van Hire	BACS 23	120.00		Fit Tyres to Cemetery Trolley
01/10/2023	North Hants Tyres and Wheels	BACS 24	475.20		New Tyres for Cemetery Trolley
02/10/2023	The Royal British Legion Poppy	BACS 1	100.00		Remembrance Wreaths
02/10/2023	Francotyp Postalia Ltd	BACS 2	100.80		Hire of Franking Machine
02/10/2023	CF Corporate Finance Ltd	BACS 3	1,560.00		Lease on Printer/photocopier
02/10/2023	Jeanette McKernan Expenses	BACS 4	29.45		Printing from Home
02/10/2023	GB Sports & Leisure	BACS 5	50.88		Playground Repair Kit
02/10/2023	GLS Educational Supplies Limit	BACS 6	55.98		Refuse Sacks and Liners
02/10/2023	Guildford Borough Council	bacs 7	159.10		Road Closure Fantasia
02/10/2023	Joel Baker	bacs 8	170.47		Azure Plan July
02/10/2023	John B McKernan	bacs 9	220.50		Temporary Ground Work Assistan
02/10/2023	Steve Pike	BACS 10	247.50		Grass Cutting in Parish
02/10/2023	John B McKernan	BACS 11	252.00		Temporary Ground Work
03/10/2023	The Recruitment Lab	BACS 12	391.92		Temporary Reception Staff
03/10/2023	J.L. Joyce. Fencing	BACS 13	394.00		Removal of Concrete Bollards
03/10/2023	J.L. Joyce. Fencing	BACS 14	437.00		Fencing Ash Centre
03/10/2023	The Recruitment Lab	BACS 15	509.50		Temporary Reception Staff
03/10/2023	Joel Baker	BACS 16	521.59		Microsoft 365 Subscriptions
03/10/2023	LANDREGISTRY	DD	6.00		LAND SEARCH ASH WHARF
03/10/2023	The Recruitment Lab	BACS 17	538.90		Temporary Reception Staff
03/10/2023	The Recruitment Lab	BACS 18	563.39		Temporary Reception Staff
03/10/2023	The Recruitment Lab	BACS 19	636.88		Temporary Receptionist
03/10/2023	Shield Security Services Ltd	BACS 20	897.00		External Security
03/10/2023	TIO Group Event Medical Specia	BACS 21	1,000.00		First Aid Cover Fantasia/Remeb
03/10/2023	J.L. Joyce. Fencing	BACS 22	1,314.00		Fencing at Ash Green Lane E
03/10/2023	J.L. Joyce. Fencing	BACS 23	1,797.00		Fencing Harpers Allotments
03/10/2023	PKF LITTLEJOHN LLP	BACS 24	2,016.00		Annual Governance Return
03/10/2023	Prime One Maintenance Ltd	BACS 25	2,668.93		Monthly Light Maintenance
03/10/2023	Prime One Maintenance Ltd	BACS 26	3,047.03		Monthly CCTV Maintenance
03/10/2023	Prime One Maintenance Ltd	BACS 27	8,233.13		Repairs to Barrier
03/10/2023	Guildford Borough Council	BACS 28	1,297.40		Business Rates Cemetery
03/10/2023	Guildford Borough Council	BACS 29	4,232.14		APC Centre Business Rates
03/10/2023	HMRC CUMBERNAULD	DD	3,557.44		PAYE AND NI Sept Salaries
04/10/2023	SURREY PENSIONS	DD	3,359.18		Pension on Sept Salary
04/10/2023	CO-OP BANK	DD	25.90		Bank Charges for Sept
04/10/2023	UPS	BACS	138.80		Import Duty for Cemetery Probe
09/10/2023	Octopus Energy	BACS 16	16.78		Electric Carrington Toile Bloc
10/10/2023	Octopus Energy	BACS 17	53.02		Electric at Ash Rec
10/10/2023	Octopus Energy	BACS 18	110.45		Electric at Harpers Scout Hut
10/10/2023	Octopus Energy	BACS 19	149.15		Electric at APC Public Toilets
10/10/2023	Octopus Energy	BACS 20	510.43		Electric at APC Offices
12/10/2023	British Telecommunications plc	BACS 31	121.23		P/Ledger Electronic Payment
15/10/2023	Sage (UK) Ltd	BACS 30	2,570.40		Yearly Subscription Wages
17/10/2023	E-ON	BACS 31	20.12		Gas at Harpers Scout Hut
17/10/2023	E-ON	BACS 32	380.66		Gas at APC Offices
17/10/2023	Castle Water Ltd	BACS 33	3.97		Water at Harpers Rec

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List of Payments made between 01/10/2023 and 31/10/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
17/10/2023	Castle Water Ltd	BACS 36	79.98		Water at Shawfield Allotments
17/10/2023	G Tomkins Window Cleaning	BACS 34	20.00		Window Cleaning
17/10/2023	Screwfix	BACS 355	54.99		Safety Boots
17/10/2023	Screwfix	BACS 37	91.96		Vibration Gloves
17/10/2023	Kebur garden materials	BACS 38	104.17		Post Mix and Pavers
17/10/2023	GB Sports & Leisure	BACS 39	113.58		Playground Spares
17/10/2023	Joel Baker	BACS 40	120.00		Fix Firewall Issues
17/10/2023	Aquavent Ltd	BACS 41	133.00		Monthly Water Checks
17/10/2023	Magic signs	BACS 42	136.00		Signs - Fantasia Road Close
17/10/2023	John B McKernan	BACS 43	162.75		Temporary Ground Staff
17/10/2023	Joel Baker	BACS 44	170.72		Azure Plan August
17/10/2023	Kenneth Steer	BACS	50.00		Allotment Deposit Refund
17/10/2023	Matthew Tillyer	BACS	50.00		Allotment Deposit Refund
17/10/2023	J P and S Services	BACS 45	175.86		Fuel for Vans and Equipment
17/10/2023	WorkNest Ltd	BACS 46	219.30		HR Support
17/10/2023	John B McKernan	BACS 47	225.75		Temporary Ground Staff
17/10/2023	Viking Direct	BACS 49	358.80		Stationery Supplies
17/10/2023	Neil Curtis & Sons	BACS 50	370.00		Grave Dig - O'Grady
17/10/2023	Joel Baker	BACS 51	521.59		Monthly Microsoft Fees
17/10/2023	The Recruitment Lab	BACS 52	636.87		Temporary Reception Staff
17/10/2023	The Recruitment Lab	BACS 53	636.87		Temporary Reception Staff
17/10/2023	Ellack Cleaning Contractors Lt	BACS 54	812.88		Office Cleaning Sept23
17/10/2023	Surrey Tree Surgeons	BACS 55	850.00		Tree removal Shawfield Allots
17/10/2023	Lockrite Security	BACS 56	975.60		Annual Alarm Maintenance
17/10/2023	WJ Fire Protection Services	BACS 57	1,470.79		Call Point Repairs
17/10/2023	T Hopkins Tree Services	BACS 58	2,445.00		Crown Lift trees in Carrington
17/10/2023	Nicola Norton	BACS	284.00		Hall Deposit Refund
18/10/2023	Octopus Energy	BACS 59	14.46		Electric at Carrington Rec
18/10/2023	Scottish and Southern Energy	BACS 60	1,551.14		Street Light Electricity
26/10/2023	VARIOUS	BACS	13,783.66		OCTOBERS WAGES
31/10/2023	SURREY PENSIONS	BACS	4,023.00		PENSIONS ON OCTS SALARY
31/10/2023	HMRC	BACS	4,163.43		PAYE AND NI OCTOBER SALARY
31/10/2023	Castle Water Ltd	BACS 61	3.97		Water Rates
31/10/2023	RBS Accounting Solutions	BACS 62	36.00		Audit of Charities Accounts
31/10/2023	RBS Accounting Solutions	BACS 63	36.00		Charities Audit of Accounts
31/10/2023	RBS Accounting Solutions	BACS 72	600.00		First Interim Audit
31/10/2023	Farnborough Tool Hire	BACS 64	72.40		Propane Gas and Bottle
31/10/2023	Christopher Harris	BACS 65	100.00		Piper for Remebrance Day
31/10/2023	Ash & District History Museum	BACS 66	105.81		Electric for Chapel toilet
31/10/2023	John B McKernan	BACS 67	164.70		Ground Work in Parish
31/10/2023	John B McKernan	BACS 68	230.58		Temp Ground Work in Parish
31/10/2023	Magic signs	BACS 69	260.50		Road Closure Signs
31/10/2023	Viking Direct	BACS 70	289.72		Stationery
31/10/2023	Steve Pike	BACS 71	375.00		Grass Cutting in Parish
31/10/2023	The Recruitment Lab	BACS 73	636.87		Temporary Reception Staff
31/10/2023	The Recruitment Lab	BACS 74	636.87		Temporary Reception Staff
31/10/2023	Royal Mail	BACS 75	659.22		Delivery of Ash Matters

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31/10/2023	Oxford Farm Ltd	BACS 76	732.00		Christmas Tree
31/10/2023	Ellack Cleaning Contractors Lt	BACS 77	812.88		Ash Centre Cleaning
31/10/2023	Imprint Colour Limited	BACS 78	870.00		Ash Matters Printing
31/10/2023	Annek Services Ltd	BACS 79	1,056.00		Replacement Fire Doors
31/10/2023	Dans Garden Services	BACS 80	1,212.00		Cemetery Grass Cutting
31/10/2023	Blachere Illumination Uk Ltd	BACS 81	1,942.80		5 New Christmas Lights
31/10/2023	Bluetown	BACS 82	2,394.00		Job Vacancy Adverts
31/10/2023	Prime One Maintenance Ltd	BACS 83	3,395.46		New CCTV Camera and Fittings
31/10/2023	Prime One Maintenance Ltd	BACS 84	3,395.46		New CCTV Camera and Fitting
31/10/2023	CCLA Public Sector Deposit Fun	Error Ent	5,342.24		Interest Reinvested wrong acct
Total Payments			105,239.05		

Chairman.....

Clerk.....

Date.....

12/12/23

MINUTE APPENDIX A**PUBLIC ADJOURNMENT.**

Tree and vegetation overgrown on the path near Chester Close. Can this be cut back?

The office staff will look into ownership and report the issue.

Following the completion of the roads works by Kia Dover Garage, posts are missing from the grass verge. Can these be reinstalled to stop vehicles parking?

The Surrey County Councillor present will report this to Surrey County Council.

The following issues have been reported before but still haven't been resolved, aware that some are the responsibility of Guildford Borough Council or Surrey County Council :

Wet leaves on the path at both ends of the Shawfield Road pedestrian tunnel.

4 lights not working in the Shawfield Road pedestrian tunnel.

Painting of the Shawfield Road pedestrian tunnel.

Electric box still not secured on the outside of the Shawfield Road pedestrian tunnel.

Street nameplate missing from the entrance into Longacre from Shawfield Road.

Flooding of Shawfield Road near the entrance of Longacre and Youngs Drive and flooding of the footpath in the same location before Rose Cottages.

Rubbish and mess left by TOOB on the grass verge on Shawfield and Grange Farm Road.

Flooding down Star Lane into Shawfield Road.

Old concrete street light still in place and new LED street light not connected in Beetons Avenue – Cllr Nigel Manning confirmed that SSE do the connection and it is low priority.

Drain blocked on Beetons Avenue.

What will happen with the Charity recycling bins at Coronation Gardens and Carrington Recreation Ground and have the suppliers been contacted to have these removed?

Cllr Carla Morson will work on this with the Clerk.

Why was the car park barrier down on Sunday afternoon?

The Clerk will speak to the contractors.

Has the cost of Guildford Borough Council emptying bins in the Parish been looked into and accounted for in the budget?

Cllr Carla Morson confirmed we are waiting for an audit to be completed and then the cost can be accounted for in the budget.