

ASH PARISH COUNCIL

Dennis Wheeler
Clerk to the Council

Tel: 01252 328287
Fax: 01252 319338
E-mail: office@ashpcsurrey.gov.uk
Website: www.ashpcsurrey.gov.uk

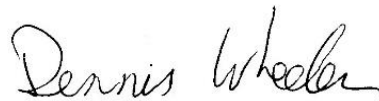
Council Offices
Ash Centre
Ash Hill Road
Ash, Surrey
GU12 5DP

5 March 2024

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 11 March 2024** commencing after the close of the **Annual Parish Meeting**.

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 12 February 2024, 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:

Planning	February	26	2024	Minute Number	258 to 265
A,F& A	February	26	2024	Minute Number	311 to 324

7. Monthly Payments List.

To receive and approve the monthly payments list giving details of January 2024 payments as at Appendix B.

8. Final Draft Budget 2024/25.

Members to approve the precept for 2024/2025 of £571,427.00 and a Band D equivalent annual council tax of £76.68, which equates to a 1.84% increase in council tax. This is required as the internal auditor noticed that it was not approved at the Full Council Meeting 8 January 2024.

9. Disclosure and Barring Policy.

Members to consider adopting the new Disclosure and Barring Policy.

10. Fees and Charges Review.

Members to consider a further fees and charges review.

Members to note minute number 253, Full Council Meeting 8 January 2024 when the members agreed to a further review of fees and charges for regular booking customers.

The internal auditor recommends that our pricing structure is simplified, and the table below outlines the proposed charges for 2024-2025.

See table in Appendix C.

11. Locking of Gates at Harpers Recreation Ground.

Members to consider the installation of a master padlock on the gate at Harpers Recreation Ground to stop antisocial behaviour. Cllr, Paul Golding has agreed to lock the gate at 9pm. The nursery along with residents will be offered the opportunity of having a master key for access. Council staff will open the gates if they have not already been opened by Cllr Paul Golding, the nursery, or another resident.

12. Second Internal Audit Report.

Members to note the internal auditors report and that the two highlighted items have been resolved.

13. Correspondence.

14. Next Meeting.

The date of the next meeting is **Monday 8 April 2024** at 18:30.

AGENDA APPENDIX A**ASH PARISH COUNCIL****LOCAL CODE OF CONDUCT – DISCLOSURE OF INTEREST****February 2024**

DATE OF MEETING	MEMBER	MINUTE REF & PAGE NO.	TYPE AND NATURE OF INTEREST
PLANNING 26 February 2024			None.
Administration, Finance & Amenities (A, F&A) 26 February 2024			None.

AGENDA APPENDIX B

Payments List

Date: 12/02/2024

Ash Parish Council

Page 1

Time: 08:52

Co-op Community Directplus Acc

List of Payments made between 01/01/2024 and 31/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/01/2024	CF Corporate Finance Ltd	BACS 1	1,362.00		Lease Rental on Printer/Copier
02/01/2024	Franco typ Postalia Ltd	BACS 2	100.80		Franking Machine Rental
05/01/2024	COOP BANK	DD	37.30		BANK CHARGES FOR DECEMBER
10/01/2024	Octopus Energy	BACS 3	227.35		Electric APC Toilets Old Meter
10/01/2024	Screwfix	BACS 4	57.98		Single Sign Stanchion
10/01/2024	Quartix Ltd	BACS 5	71.28		Tracker for 2 Vehicles
10/01/2024	Castle Water Ltd	BACS 6	108.99		Water for Public Toilets
10/01/2024	Castle Water Ltd	BACS 7	123.58		Water at the Ash Centre
10/01/2024	Aquavent Ltd	BACS 8	133.00		Monthly Water Checks
10/01/2024	Joel Baker	BACS 9	150.00		Setup Laptop for NM
10/01/2024	John B McKernan	BACS 10	155.74		Temporary Ground Staff
10/01/2024	Viking Direct	BACS 11	168.53		2024 Stamp and Ind Pad
10/01/2024	Joel Baker	BACS 12	175.97		Azure Plan for November
10/01/2024	John B McKernan	BACS 13	185.69		Temporary Ground Staff
10/01/2024	J P and S Services	BACS 14	192.74		Fuel for Vans
10/01/2024	Lockrite Security	BACS 15	211.56		Door Handle for Office Install
10/01/2024	Joel Baker	BACS 17	521.59		Microsft Monthly Subscriptions
10/01/2024	Shield Security Services Ltd	BACS 18	555.00		Monthly External Security
10/01/2024	The Recruitment Lab	BACS 16	470.30		Temporary Reception Staff
10/01/2024	The Recruitment Lab	BACS 19	734.86		Temporary Reception Staff
10/01/2024	Ellack Cleaning Contractors Lt	BACS 20	812.88		December Cleaning
10/01/2024	ADF Tree Surgeons	BACS 10	978.00		Cut down and Removal 2 Trees
10/01/2024	Neil Curtis & Sons	BACS 22	1,480.00		Grave Digs x 4
10/01/2024	Lockrite Security	BACS 23	1,920.00		Access Controlled Door
10/01/2024	Prime One Maintenance Ltd	BACS 24	2,668.93		Monthly Street Light Mnts
10/01/2024	Prime One Maintenance Ltd	BACS 25	3,047.03		Monthly CCTV Maintenance
10/01/2024	Columbaria (Odlings Ltd)	BACS 26	108.00		Sanctum 2 Table - Cater
10/01/2024	British Telecommunications plc	BACS 27	1,320.22		Quarterley Broadband & Phone
10/01/2024	COSTCO WHOLESALE UK LTD	BACS 28	26.40		Trade Membership
10/01/2024	COSTCO WHOLESALE UK LTD	BACS 29	69.07		Blue Roll x 4
10/01/2024	Amazon UK	BACS 30	28.98		Urinal Screen Deodorizer Block
10/01/2024	Driver & Vehicle Licensing Age	BACS 37	320.00		Vehicle Tax - FX16 YKG
10/01/2024	Octopus Energy	BACS 31	12.44		Electric at Carrington Rec
10/01/2024	Octopus Energy	BACS 32	17.43		Electric at Carrington PT
10/01/2024	Octopus Energy	BACS 33	118.93		Electric at Harpers Scout Hut
10/01/2024	Octopus Energy	BACS 34	810.04		Electric at Ash Centre
10/01/2024	krystal Hosting Ltd	BACS 35	143.88		Domain Registration
10/01/2024	Surrey Pensions	BACS	4,204.68		Pension Contributions Dec
10/01/2024	HMRC	BACS	5,051.09		PAYE and NI Contributions
16/01/2024	Octopus Energy	BACS 36	36.71		Electric Ash Rec
16/01/2024	LAND REGISTRY	DD	6.00		TOOB - SHAWFIELDS TO GRANGE FA
17/01/2024	E-ON	BACS 37	863.12		Gas at Ash Centre
17/01/2024	South Coast Flag Poles	BACS 38	71.95		Flag Pole Locking System
19/01/2024	Scottish and Southern Energy	BACS 39	1,370.43		Street Light Electric
19/01/2024	E-ON	BACS 40	268.83		Gas at HArpers Scout Hut
24/01/2024	Petty Cash	D Wheeler	104.37		Top up via D Wheeler Acct
24/01/2024	Castle Water Ltd	BACS 41	4.10		Water at Harpers Rec

Continued on Page 2

Date: 12/02/2024

Ash Parish Council

Page 2

Time: 08:52

Co-op Community Directplus Acc

List of Payments made between 01/01/2024 and 31/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
24/01/2024	Castle Water Ltd	BACS 42	4.26		Water at Ash Cemetery
24/01/2024	Castle Water Ltd	BACS 43	7.19		Water at Harpers Allotments
24/01/2024	Castle Water Ltd	BACS 44	19.10		Water at Harpers Road
24/01/2024	Edmundson Electrical Ltd	BACS 45	54.00		Disposable Gloves
24/01/2024	Viking Direct	BACS 46	56.39		Notice Board Tapes
24/01/2024	Castle Water Ltd	BACS 48	108.99		Water at Ash Centre
24/01/2024	G Greaves Hurd	BACS 49	140.00		Replace Thermostat Cover
24/01/2024	Commercial Dishwasher Services	BACS 50	144.60		Repairs to Dishwasher in Kitch
24/01/2024	Quick Shopfront Ltd	BACS 51	186.00		New Bullet Lock for Roller Sh
24/01/2024	John B McKernan	BACS 52	227.62		Temporary Ground Staff
24/01/2024	John B McKernan	BACS 53	227.62		Temporary Ground Staff
24/01/2024	Viking Direct	BACS 54	282.60		Stationary/Refreshments
24/01/2024	Viking Direct	BACS 55	285.17		Cultery and Cleaning Materials
24/01/2024	The Recruitment Lab	BACS 56	440.91		Temporary Reception Staff
24/01/2024	The Recruitment Lab	BACS 57	440.92		Temporary Reception Staff
24/01/2024	G Greaves Hurd	BACS 58	560.00		Replace Lights Ladies/Gents
24/01/2024	ADF Tree Surgeons	BACS 59	702.00		Removal of Dead Tree 3 x crown
24/01/2024	SURREY PENSIONS	BACS	4,032.77		Jan Salary Pension Contribribu
24/01/2024	HMRC	BACS	4,504.10		PAYE & NI JAN 24 SALARY
25/01/2024	VARIOUS	BACS	13,529.37		JAN SALARIES
31/01/2024	Morrisons	BACS	20.00		Christmas Buffet Deposit
Total Payments			57,581.38		

AGENDA APPENDIX C

RETURNABLE GOOD ORDER DEPOSIT		
Deposits	General	£74.00
Per Hire	Functions	£284.00
HALL BOOKINGS Monday to Friday Per Hour Inc VAT		
Main Hall	9am to 4pm	£20.00
	4pm to Midnight	£32.00
Small Hall	9am to 4pm	£10.00
	4pm to Midnight	£18.00
Meeting Room	9am to 4pm	£10.00
	4pm to Midnight	£18.00
HALL BOOKINGS Weekends Per Hour Inc VAT		
Main Hall	9am to 4pm	£32.00
	4pm to Midnight	£44.00
Small Hall	9am to 4pm	£18.00
	4pm to Midnight	£20.00
Meeting Room	9am to 4pm	£18.00
	4pm to Midnight	£20.00
5 HRS BLOCK BOOKINGS WEEKENDS ONLY – any additional hours will be charged at the hourly rate		
Main Hall	9am to 4pm	£150
	4pm to Midnight	£200
Small Hall	9am to 4pm	£75
	4pm to Midnight	£100
Meeting Room	9am to 4pm	£75
	4pm to Midnight	£100
OUT OF PARISH BOOKINGS HAVE AN ADDITIONAL CHARGE OF £50 PER BOOKING		
CHARITY PRICE UPON REQUEST (PRICE TO BE AGREED BY THE CHAIRMAN AND CLERK OF THE COUNCIL)		