



6. **To elect Chairman and Vice Chairman for the following Committees. (agenda item 6)**
- A. On the nomination of Cllr Fiona White, seconded by Cllr Paul Golding, and there being no other nominations, **Cllr Philip Bellamy** was elected to serve as **Chairman of the Amenities Finance and Administration Committee** for the ensuing year.
- On the nomination of Cllr Fiona White, seconded by Cllr Paul Golding, and there being no other nominations, **Cllr Richard Lucas** was elected to serve as **Vice-Chairman of the Amenities Finance and Administration Committee** for the ensuing year.
- B. On the nomination of Cllr Fiona White, seconded by Cllr Richard Lucas, and there being no other nominations, **Cllr Carl Cookson** was elected to serve as **Chairman of the Planning Committee** for the ensuing year.
- On the nomination of Cllr Fiona White, seconded by Cllr Carl Cookson, and there being no other nominations, **Cllr Paul Golding** was elected to serve as **Vice-Chairman of the Planning Committee** for the ensuing year.
- C. On the nomination of Cllr Fiona White, seconded by Cllr Carl Cookson, and there being no other nominations, **Cllr Carla Morson** was elected to serve as **Chairman of the Human Resources Committee** for the ensuing year.
- On the nomination of Cllr Fiona White, seconded by Cllr Carla Morson and there being no other nominations, **Cllr Carl Cookson** was elected to serve as **Vice-Chairman of the Human Resources Committee** for the ensuing year.
- D. On the nomination of Cllr Fiona White, seconded by Cllr Paul Golding, and there being no other nominations, **Cllr Carl Cookson** was elected to serve as **Chairman of the Neighbourhood Planning Committee** for the ensuing year.
- On the nomination of Cllr Carla Cookson, seconded by Cllr Richard Lucas and there being no other nominations, **Cllr Fiona White** was elected to serve as **Vice-Chairman of the Neighbourhood Planning Committee** for the ensuing year.
7. **To elect Councillors to serve upon the following Committees. (agenda item 7)**
- A. On the nomination of Cllr Fiona White, seconded by Carl Cookson and there being no other nominations, **Cllr John Tonks, Cllr Paul Golding, Cllr Mohammad Faisal and Cllr Carla Morson** were elected to serve as members **of the Amenities Finance and Administration Committee** for the ensuing year.
- B. On the nomination of Cllr Paul Golding, seconded by Carla Morson, and there being no other nominations, **Cllr Fiona White, Cllr Mohammad Faisal, Cllr Michael Moriarty and Cllr Carla Morson** were elected to serve as members **of the Planning Committee** for the ensuing year.
- C. On the nomination of Cllr Fiona White, seconded by Cllr Paul Golding and there being no other nominations, **Cllr Richard Lucas, and Cllr John Tonks** were elected to serve as members **of the Human Resources Committee** for the ensuing year.
- D. On the nomination of Cllr Fiona White, seconded by Cllr Carl Cookson and there being no other nominations, **Cllr Paul Golding, Cllr Carla Morson, Cllr Michael Moriarty, Cllr Philip Bellamy and Cllr John Tonks** were elected to serve as members **of the Neighbourhood Planning Committee** for the ensuing year.

**8. To elect Chairman for the following Working Groups. (agenda item 8)**

- A. On the nomination of Cllr Fiona White, seconded by Cllr Paul Golding, and there being no other nominations, **Cllr John Tonks** was elected to serve as **Chairman of the Events Working Group** for the ensuing year.
- B. On the nomination of Cllr Fiona White, seconded by Cllr Michael Moriarty, and there being no other nominations, **Cllr Richard Lucas** was elected to serve as **Chairman of the Ash Matters Working Group** for the ensuing year.

**9. To elect Councillors to serve upon the following Working Groups. (agenda item 9)**

- A. On the nomination of Cllr Fiona White, seconded by Cllr Carl Cookson, and there being no other nominations, **Cllr Paul Golding, Cllr Michael Moriarty and Cllr Richard Lucas** were elected to serve as members **of the Events Working Group** for the ensuing year.
- B. On the nomination of Cllr Fiona White, seconded by Cllr Mohammad Faisal, and there being no other nominations, **Cllr John Tonks and Cllr Philip Bellamy** was elected to serve as members **of the Ash Matters Working Group** for the ensuing year.

**10. To nominate Members of the Council or a representative to serve as the Council's representative on the following bodies. (agenda item 10)**

**Resolved upon consideration that the following Members be elected to serve on the following bodies as follows:**

Body	Councillor Elected
The Charity of Henry Smith and Others	Cllr Carl Cookson
Citizens Advice Ash Management Committee	Cllr Philip Bellamy and Cllr John Tonks
Farnborough Aerodrome Consultative Panel	Cllr Richard Lucas
Surrey Association of Local Councils	Cllr Michael Moriarty
Victoria Hall Management Committee	Cllr Paul Golding
Ash and District Local History Museum Society	Cllr John Tonks and Cllr Paul Golding
Blackwater Valley Countryside Partnership	Cllr Fiona White

**11. To consider the payment of Annual Subscriptions (Excl. VAT). (agenda item 11)**

Members considered the payment of Annual Subscriptions to:

Information Commissioners Office	£35.00
Institute of Cemetery and Crematorium Management	£100.00
National Association of Local Councils & Surrey Association of Local Councils	£3967.02
Society of Local Council Clerks	£348.00
Improvement and Development Agency for Local Government - Employers Link	£561.60
<b>TOTAL</b>	<b>£5,011.62</b>
<b>BUDGET FOR SUBSCRIPTIONS</b>	<b>£6,000.00</b>

and it was:

**Resolved upon consideration that the payments of Annual Subscriptions as listed be made.**

**12. To consider and approve the payment of the following accounts by variable direct debit. (agenda item 12)**

Members considered the payment of the following accounts by variable direct debit:

E-On (Gas Supply)
Octopus (Electricity Supply)
Southern Electric (Street Lighting Electricity Supply)
Franco Postalia (Franking Postage & Lease)
British Telecom (Fax & Broadband Usage)
CF Corporate (Photocopier Lease)
Land Registry (Searches)
Sage 50 Cloud Payroll
Krystal Hosting Ltd (Parish Website)
TV Licence

and it was:

***Resolved upon consideration that the above listed accounts be paid by variable direct debit.***

**13. Confirmation of the Minutes.** *(agenda item 13)*

The minutes of the Meeting of the Parish Council held on Monday 8 April 2024 copies of which have been circulated to members, were confirmed as a true record and will be signed by the Chairman of the Council.

**14. Chairman's Announcements.** *(agenda item 14)*

The Chairman confirmed that the Ash Road Bridge beam installation had been completed in one day which was probably helped by the good weather and was a magnificent piece of engineering.

It is hoped that the first cars will cross over the bridge October/November this year.

**15. Adjournment.** *(agenda item 15)*

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).***

**16. Reports of Committees.** *(agenda item 16)*

Members noted the agenda stated the incorrect dates for the meetings and agreed it should have stated 22 April 2024.

The following committee reports, copies of which have been circulated were received, considered and the recommendations therein were adopted:

<b>Planning</b>	<b>22 April 2024</b>	<b>274 to 281</b>
<b>Amenities, Finance &amp; Administration</b>	<b>22 April 2024</b>	<b>336 to 345</b>

**17. Monthly Payment List.** *(agenda item 17)*

Members received and approved the monthly payments list giving details of the March 2024 payments as at Appendix B.

**18. Ash Parish Council Policy Reviews. (agenda item 18)**

Members to consider and accept the following Council policies :

<b>Policy</b>	<b>Adopted Date</b>	<b>Review Date</b>
Health & Safety Policy	20 May 2024	20 May 2025
Equality & Diversity	20 May 2024	20 May 2025
Standing Orders	20 May 2024	20 May 2025
Investment Strategy	20 May 2024	20 May 2025
Code Of Conduct For Councillors & Co-Opted Members	20 May 2024	20 May 2027

and it was:

***Resolved upon consideration that the policies of the council as listed above be accepted.***

**19. Parish Meetings. (agenda item 19)**

Members accepted the dates and times for Council Committee meetings.

**20. Cemetery Toilet Door. (agenda item 20)**

Members noted the Chairman and the Clerk used delegated powers to replace the lock on the cemetery toilet door at a cost of £1020.00 + VAT £204.00 = £1224.00.

**21. Tree Works. (agenda item 21)**

Members noted the Chairman and the Clerk used delegated powers to start the required tree works, as per the tree survey at a cost of £3180.00 + VAT £636.00 = £3180.00.

**22. S106 Projects. (agenda item 22)**

Members noted the Chairman and the Clerk have put the two S106 projects on hold whilst further information on the funding is obtained :

- i) New Changing Rooms at Harpers Recreation Ground – funded from GBC
- ii) Harpers Scout Hut renovations - funded from SCC

**23. Internal Audit Report. (agenda item 23)**

Members noted the internal auditors report.

**24. Annual Governance and Accountability Return (AGAR) 2022/2023. (agenda item 24)**

Members noted the agenda stated **Annual Governance and Accountability Return (AGAR) 2022/2023** and the Annual Governance and Accountability Return for the year ending 31 March 2023 was incorrect and agreed it should have stated **Annual Governance and Accountability Return (AGAR) 2023/2024** and the Annual Governance and Accountability Return for year ending 31 March 2024.

Members considered and agreed the Annual Governance and Accountability Return for the year ending 31 March 2024:

- i) Section 1: Annual Governance Statement 2023/2024
- ii) Section 2: Accounting Statements 2023/2024

**25. Correspondence.** *(agenda item 25)*

There was no correspondence to report.

**26. Next Meeting.** *(agenda item 26)*

The next meeting is on Monday 10 June 2024.

*The meeting closed at 19:40.*

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

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

**AGENDA APPENDIX A**

**ASH PARISH COUNCIL**

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

**April 2024**

<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>22 April 2024</b>			<b>None.</b>
<b>AMENITIES, FINANCE AND ADMINISTRATION</b> <b>22 April 2024</b>			<b>None.</b>

## AGENDA APPENDIX B

Date: 05/04/2024

Ash Parish Council

Page 1

Time: 08:35

Co-op Community Directplus Acc

## List of Payments made between 01/03/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/03/2024	CO-OP Bank	BACS	30.90		Bank Charges
04/03/2024	Scottish and Southern Energy	BACS 1	1,464.92		Street Lights
04/03/2024	Franco typ Postalia Ltd	BACS 48	50.00		Postage for Franking Machine
04/03/2024	COSTCO WHOLESALE UK LTD	BACS 3	108.32		Office Refreshments
05/03/2024	WorkNest Ltd	BACS 2	90.30		HR Support
07/03/2024	Sajdah Arif	BACS	284.00		Hall Deposit Refund
12/03/2024	Ash Road Service Centre Ltd	BACS 5	282.08		MOT on Van FX16YKG
12/03/2024	Joel Baker	BACS 6	560.44		Microsoft 365/Teams Calling
12/03/2024	Joel Baker	BACS 30	120.00		Computer Set-up Reception
12/03/2024	Joel Baker	BACS 33	171.84		Azure Plan Jan 2024
12/03/2024	Joel Baker	BACS 34	176.59		New Monitor
12/03/2024	The Play Inspection Company	BACS 7	649.80		Annual Playground Inspection
12/03/2024	Neil Curtis & Sons	BACS 8	740.00		2 x Grave Digging
12/03/2024	Prime One Maintenance Ltd	BACS 9	799.49		Temp Solar Light x 4
12/03/2024	Ellack Cleaning Contractors Lt	BACS 10	812.88		Office Cleaning February
12/03/2024	Shield Security Services Ltd	BACS 11	960.00		Monthly Security Patrol Costs
12/03/2024	Prime One Maintenance Ltd	BACS 12	2,668.93		Monthly Street Light Maintance
12/03/2024	Lockrite Security	BACS 13	24.00		Master Lock Cylinder Replacment
12/03/2024	G Tomkins Window Cleaning	BACS 14	30.00		Window Cleaner
12/03/2024	John B McKernan	BACS 15	227.62		Temporary Ground Staff
12/03/2024	John B McKernan	BACS 16	227.62		Temporary Ground Staff
12/03/2024	Kebur garden materials	BACS 17	53.52		Shingle
12/03/2024	Viking Direct	BACS 18	248.40		H&S Equipment/Stationary
12/03/2024	Viking Direct	BACS 19	243.49		Cleaning and Stationary
12/03/2024	Zurich Municipal	BACS 20	11,357.99		Annual Insurance Policy
12/03/2024	Farnborough Tool Hire	BACS 21	675.35		Temporary Fencing Coronation G
12/03/2024	Improvement & Development Agen	BACS 22	561.60		Employer Link Annual Sub
12/03/2024	Shield Security Services Ltd	BACS 24	42.00		Emergency Call OUt 18/02/2024
12/03/2024	A&P Services (Surrey) Ltd	BACS 25	79.54		Annual Service Kombi Unit
12/03/2024	A&P Services (Surrey) Ltd	BACS 26	80.02		Annual Service Hedge Cutter 2
12/03/2024	A&P Services (Surrey) Ltd	BACS 27	87.81		Annual Service B/P Blower
12/03/2024	A&P Services (Surrey) Ltd	BACS 29	113.62		Annual Service Hedge Cutter
12/03/2024	A&P Services (Surrey) Ltd	BACS 39	240.62		Annual Service Pro Mower
12/03/2024	A&P Services (Surrey) Ltd	BACS 38	239.62		Annual Service Pro Mower 2
12/03/2024	Honey Brothers Limited	BACS 28	107.60		Spares and PArtS for Equipment
12/03/2024	Wild About Water (UK) Ltd	BACS 31	142.64		Water Machine Rental
12/03/2024	D. J. Squire & Co Ltd	BACS 32	150.00		Vouchers for Ash in Bloom
12/03/2024	Lockrite Security	BACS 35	179.10		18 Replacement Keys
12/03/2024	Aquavent Ltd	BACS 36	216.00		Water Testing for H&S
12/03/2024	Ash & District History Museum	BACS 37	219.25		Electric at Cemetery Toilet
12/03/2024	J P and S Services	BACS 40	258.18		Fuel for Vans & Equipment
12/03/2024	Prime One Maintenance Ltd	BACS 41	3,047.03		Monthly CCTV Maintenance
12/03/2024	Magic signs	BACS 47	138.00		New Barrier Signs
12/03/2024	Octopus Energy	BACS 4	300.00		Electric at ASH PC
13/03/2024	Royal Surrey Hospital	BACS	2,600.00		Donations from Events 2023
13/03/2024	Nasim Kausar	BACS	462.00		Hall Deposit and Refund
13/03/2024	Surrey Pensions	BACS	5,261.81		Pension Fund for Feb Salary

Continued on Page 2



Date: 05/04/2024

Ash Parish Council

Page 2

Time: 08:35

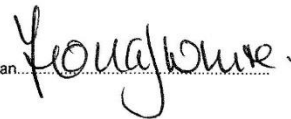
Co-op Community Directplus Acc

## List of Payments made between 01/03/2024 and 31/03/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
13/03/2024	HMRC	BACS	5,449.22		PAYE and NI Feb Salary
13/03/2024	Castle Water Ltd	BACS 23	79.71		Water at APC Public Toilets
13/03/2024	Castle Water Ltd	BACS 46	12.95		Water at Harpers Rec
13/03/2024	Castle Water Ltd	BACS 45	5.60		Water at Ash Cemetery
13/03/2024	Castle Water Ltd	BACS 44	3.84		Water at Harpers Rec
13/03/2024	Castle Water Ltd	BACS 43	200.56		Water at the Ash Centre
13/03/2024	Castle Water Ltd	BACS 42	29.80		Water at Harpers Scout Hut
14/03/2024	Royal Mail	BACS	6.49		Parcel Return to Hedgehog Hous
14/03/2024	Octopus Energy	BACS 48	11.72		Electric at Carrington Rec
14/03/2024	Octopus Energy	BACS 49	16.54		Electric at Carrington Toilet
14/03/2024	Octopus Energy	BACS 50	67.23		Electric at Ash Rec
14/03/2024	Octopus Energy	BACS 51	175.95		Electric at Harpers Scout Hut
14/03/2024	Octopus Energy	BACS 52	727.16		Electric at APC Offices
19/03/2024	E-ON	BACS 53	254.20		Gas at Harpers Scout Hut
19/03/2024	E-ON	BACS 54	532.64		Gas at The Ash Centre
26/03/2024	Guildford Borough Council	BACS 57	214.00		Bin collections at Ash Centre
26/03/2024	Farnborough Tool Hire	BACS 58	233.40		Hire of fence Coronation Gdns
26/03/2024	John B McKernan	BACS 59	509.15		Temporary Ground Staff
26/03/2024	The Recruitment Lab	BACS 60	509.20		Temp Reception Staff - SEPT
26/03/2024	Ash Road Service Centre Ltd	BACS 61	797.00		Reparis to Van
26/03/2024	Ellack Cleaning Contractors Lt	BACS 64	812.88		March Office Cleaning
26/03/2024	Viking Direct	BACS 63	1,434.00		5 New Office Chairs
27/03/2024	Harrison Arboriculture Ltd	BACS 61	5,434.80		Tree Survey for Parish
28/03/2024	VARIOUS	DD	17,682.92		MARCH SALARIES
31/03/2024	Screwfix	BACS 55	52.95		Credit for overcharge
31/03/2024	Lockrite Security	BACS 56	114.00		Reset Alarm Codes
31/03/2024	Kingsley Plastics Ltd	BACS 65	1,327.20		Gas Cabinet x 2

<b>Total Payments</b>	<u>74,280.03</u>
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Chairman.....



Clerk.....



Date.....

20/05/24

**MINUTE APPENDIX A****PUBLIC ADJOURNMENT.*****What is happening over the additional pathway near the Tennis Club as it is not on the agenda?***

*The Chairman confirmed the quote was not received in time for when the agenda was issued. We now have the quote and this will be an item on the next full council agenda in June.*

***The following areas all need the vegetaion cutting back :***

- ***Shawfield Road***
- ***York Road***
- ***Ash Church Road***
- ***Winchester Road***
- ***Salisbury Road***
- ***Canturbury Road***

*The office staff will report to GBC.*

***In general the village looks dirty and is not tidy as a result of lack of care from GBC.***

*The Chairman will chase GBC again about the works they are responsible for in the village.*

***Shawfield pedrestrian tunnel needs graffiti proof painting.***

*The Chairman has written to the interim head of department and will chase them again.*

***Japanese knotweed has been spotted growing in Prospect Road and Vale Road (near St Mary's Church).***

*The office staff will report to SCC.*

***Can the water leak near Ash Train Station be reported.***

*The Chairman asked for the office staff to report this to SCC, GBC and the water board.*

***The original gateway to the side of the Wild Flower development needs to have the footpath extended across the whole area to prevent people parking on the grass.***

*The office staff will report to the developers.*

***Can something be done in Ash Green near White Lane to help stop cars speedy?  
Can VAS machine be placed here?***

*The office staff will report to SCC and look into whether the VAS machine can be placed in this location.*

***APC had a meeting with Toob. What was the outcome over the issues and the position of Toob telegraph poles?***

*The Chairman confirmed that Toob would look into all the issues raised. They would try to improve and listen to the views of residents but overall the views of the whole road would be taken into account when it came to the position of a telegraph pole. All issues need reporting directly to Toob.*

***A good outcome as SCC have completed the tidy up of the triangle piece of land near Dover Garage.***