

ASH PARISH COUNCIL**Minutes of the Meeting of the Amenities, Finance and Administration Committee
held via Microsoft Teams
on Monday 24 June which commenced at 19:34**

Chairman:	Cllr Phil Bellamy	✓
Vice Chairman:	Cllr Richard Lucas	✓
	Cllr Mohammad Faisal	A
	Cllr Paul Golding	A
	Cllr Carla Morson	✓
	Cllr John Tonks	✓

Also Present: Cllr Michael Moriarty

Substitutes

✓ Present x Not Present A Apology for Absence

Part I – Public Session**11. Accept Apologies for Absence. (agenda item 1)**

Apologies for absence were received from Cllr Mohammad Faisal and Cllr Paul Golding.

12. To Receive Declarations of Interest. (agenda item 2)

There were no declarations of interest.

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

Members agreed the minutes of the Amenities, Finance and Administration Committee meeting held on Tuesday 28 May 2024. The minutes have been before the full Council at which they were duly considered, approved, and adopted, and will be signed by the Chairman, Cllr Phil Bellamy.

14. Adjournment. (agenda item 4)

This meeting was **not** held in public. Any members of the public wishing to join the meeting were advised to click the following link;

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTY1NGJiYzUtYjRkMi00YzkwLWFiM2UtNGRjZTU5MzUxMjk2%40tHread.v2/0?context=%7b%22Tid%22%3a%22655dc6d2-cc35-4837-9012-8b3f621f8869%22%2c%22Oid%22%3a%2252a651d8-60cc-4ef0-b8b8-8585a26a9914%22%7d

Full details on how to access the meeting are available on the Parish Council website;
<https://www.ashpcsurrey.gov.uk/public-access-to-virtual-meetings-during-covid-19-pandemic/>

There were no members of the public present.

15. Monthly Accounts. (agenda item 5)

Members considered and noted the monthly accounts ending 31 May 2024.

16. Bank Reconciliation. (agenda item 6)

Members considered and noted the bank reconciliations ending 31 May 2024.

17. Asset List Updating. (agenda item 7)

Members to note that the office staff will be updating the Asset List as follows:

Asset
Inventory
Disposed Off
Streetlights & CCTV

A figure needs to be decided for what equipment should be on Inventory List instead of Asset List.

Resolved upon consideration to agree to £250 as the value for Inventory List instead of Asset List and the office staff will proceed with producing the lists for members to review at a future meeting.

18. Replacement Fire Doors Ash Centre. (agenda item 8)

Members to consider purchasing replacement fire doors for the Ash Centre as the current ones are beyond economical repair.

The Earmarked Reserves has £65,126.44 put aside for renewals at the Ash Centre.

Contractor	Cost	Vat	Total
A	£18,575.00	£3,715.00	£22,290.00
B	£8,596.65	£1,719.33	£10,315.98
C	£26,577.77	£5,315.55	£31,893.32

Resolved upon consideration to agree to installing aluminium fire doors which excludes Contractor A.

Office staff to check with Contractor B as to whether they have provided a quote for aluminium or UPVC and to verify the cost as it appears to be wrong compared to the other quotes.

Approval given for office staff to proceed with the cheapest contractor once all information has been gathered.

19. Tree Works Phase 2. (agenda item 9)

Members to consider the required tree works, as per the quote from the cheapest contractor for Phase 1 and per the tree survey report at a cost of £23,970.00 + VAT £4794.00 = £28,764.00.

The Earmarked Reserves has £49,260.00 put aside for Tree Works.

Resolved upon consideration to agree to proceeding with the works at a cost of £23,970.00 + VAT £4794.00 = £28,764.00 using the earmarked reserve.

20. Shawfield Allotment – Request for a Shed. *(agenda item 10)*

Members approved the installation of a shed on Plot SR025A Shawfield Allotment.

21. Events Working Group. *(agenda item 11)*

Members noted the minutes of the Events Working Group Meetings held on 1 May 2024 as at Agenda Appendix A.

22. Correspondence. *(agenda item 12)*

There was no correspondence.

23. Date of Next Meeting. *(agenda item 13)*

The date of the next meeting is **Monday 22 July 2024** commencing at 19:00 or following the close of the Planning Committee meeting.

The meeting closed at 19:57

Chairman: _____ Date: _____

AGENDA APPENDIX A**ASH PARISH COUNCIL****Minutes of the Events Working Group
held on 1 May 2024 via Microsoft Teams
commencing at 14:30**

Present:	Cllr John Tonks	✓
	Cllr Paul Golding	x
	Cllr Carl Cookson	x
	Cllr Michael Moriarty	✓
	Ali Watmore	✓
	Lowan Daley	✓
	Graham Bidwell	✓
	Jo Packman (Guest)	✓
	Richard Tolley (Guest)	A
	Pat Scott (Guest)	A

1. Apologies for Absence. (agenda item 1)

Apologies for absence were received from Pat Scott and Richard Tolley.

2. Declarations of Interest. (agenda item 2)

There were no declarations of interest to report.

3. Confirmation of Minutes. (agenda item 3)

The minutes of the Events Working Group Meeting held on Wednesday 7th February 2024, copies of which have been circulated to members, were confirmed as a true record.

4. Fantasia 2024. (agenda item 4)

Formally agreed all round to adjust the timings for the Christmas Fantasia. 13:00-16:30 all stall holders to be set up by 12:30. Cllr John Tonks & Ali have now revised the Fantasia Booking form.

5. Fete 2024. (agenda item 5)

New Gazebo delivered.

Childrens entertainer booked.

TIO Medical Group booked for First Aid.

HI-Speed lorry & flatbed all ordered.

ACTIONS:

Generate QR codes to be displayed for people to access the itinerary for the day.

Ask for more volunteers, encourage community to see if they will participate in helping with set up and close after the event.

Cllr's John Tonks & Paul Golding arranging entertainment equipment along with performers/acts etc.

6. Date of Next Meeting. *(agenda item 6)*

The date of the next meeting was agreed as Wednesday 10th July 2024 at 14:00 via Microsoft Teams.

The meeting closed at 14:39pm

Signed Date