

ASH PARISH COUNCIL**Minutes of the Meeting of the Amenities, Finance and Administration Committee
held via Microsoft Teams
on Monday 25 November which commenced at 19:00**

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

Also Present: Cllr Fiona White

Substitutes

✓ Present

x Not Present

A Apology for Absence

Part I – Public Session

Members noted that the agenda published on the website had the meeting date as Monday 28 October 2024 when it should have been Monday 25 November 2024 and this will be updated.

57. Accept Apologies for Absence. (agenda item 1)

Apologies for absence were received from Cllr Carla Morson.

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

There were no declarations of interest.

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

Members agreed the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 28 October 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.

60. 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_NTM4MDcwM2ItMTY4OC00ZmM3LTg2MmEtMjMxMTIjZDAXMGM2%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.

61. Monthly Accounts. *(agenda item 5)*

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

62. Bank Reconciliation. *(agenda item 6)*

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

63. Third Draft Budget 2025/26. *(agenda item 7)*

Members considered and noted the third draft of the 2025/2026 budget.

64. Shawfield Allotment – Request for a Shed. *(agenda item 8)*

Members to considered and approved applications for a shed on Plot SR058B, PlotSR070 and Plot SR071 Shawfield Allotment.

65. Events Working Group. *(agenda item 9)*

Members noted the minutes of the Events Working Group Meetings held on 06 November 2024 as at Agenda Appendix A.

66. Correspondence. *(agenda item 10)*

There was no correspondence.

67. Date of Next Meeting. *(agenda item 11)*

The date of the next meeting is **Monday 16 December 2024** commencing at 19:00 or following the close of the Planning Committee meeting.

The meeting closed at 19:54

Chairman: _____ Date: _____

Agenda Appendix A**ASH PARISH COUNCIL****Minutes of the Events Working Group
held on 06 November 2024 via Microsoft Teams
commencing at 14:30**

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

1. Apologies for Absence. (agenda item 1)

Apologies for absence were received from Cllr Michael Moriarty and Ali Watmore.

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 18th September 2024, copies of which have been circulated to members, were confirmed as a true record.

4. Remembrance & Christmas Fantasia. (agenda item 4)**Remembrance:**

Lowan Daley to put in a request for some additional Poppy Appeal Collection tins.

Cllr John Tonks advised that there will be one poppy box that is to stay in Reception.

Order of Service sheets are to be delivered in the van to the top of Ash Hill Road so they can be handed out. The sound system along with a box of Haribo's and water are to be delivered to the top for Sam to distribute to residents and the children as & when they need.

Order of Service sheets will be accessible from Ash Centre Carpark barrier or alternatively, obtainable from the reception desk.

Graham Bidwell has confirmed that he is happy to capture photos again.

Cllr John Tonks advised Pat Scott that the Street Team shall arrive for 10am and the organised groups (children) to be present and ready by 10:15 to reduce waiting times.

Lowan Daley to respond to any individuals that wish to lay their own wreath that they are to do this before the parade as it gets busy at the top of the hill, and that they will be arranged neatly on the day.

Graham Bidwell suggested that we have somebody to guide the Cadets further down this year to prevent any congestion & blockages.

Cllr John Tonks advised that this has been discussed in the Organised Groups Meeting on Wednesday 30th October 2024 and it was agreed to have the groups/leaders further down towards the Councillors.

Lowan Daley mentioned that u3a are also not going to be in attendance this year so that will allow a little more space.

Cllr John Tonks has provided a full list of individuals to the Chairman to give a personalised 'Thank you' as well as a collective 'Thank you' in case the list of individuals is too expansive.

Lowan Daley to get in touch with First Aiders to ensure that they can provide a gazebo to increase visibility.

Richard Tolley mentioned the bounce back that came from the sound system last year.

Cllr John Tonks advised that he is confident that this can be limited this time round with tweaking of the Sound System controls.

Christmas Fantasia:

Confirmed that the Ash Centre event will start at 1pm and close at 4:30pm.

Graham Bidwell confirmed that he is happy to be on the gate from 9am/9:15am.

The Christmas Lights event will proceed as per usual plan.

Cllr John Tonks to speak with Ali Watmore with regards to staging or some form of platform for the Chairman to stand and perform on for the Christmas Tree Lights switch on speech.

Christmas Tree to be delivered and installed by 25/11/2024.

The Street team were asked to assist with marshalling and handing out Carol sheets covering any entrance points. Cllr John Tonks advised Pat Scott that no assistance is required at the market stalls, but to have as many Ash & Ash Vale Community Street Team volunteers that she can provide for the road closure. A meeting will be held at 3pm in the Ash Centre office to briefly discuss the road closure and other details.

Cllr John Tonks mentioned that it will be the same order of carols on the carol sheets as the band know this order. The band are set to start at around 4:15pm.

Cllr John Tonks to liaise with Cllr Paul Golding to ensure that we have a Santa, Elf & panto crew arranged.

Hall bookings have reached maximum capacity. We will send additional communications to stall holders to address any location and space-related issues.

Cllr John Tonks happy to support the Pop-up Float if this is something Richard Tolley can provide.

5. Correspondence. *(agenda item 5)*

There was no correspondence to report.

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

The date of the next meeting was agreed as Wednesday 4th December 2024 at 14:30 Face to Face in the Ash Centre.

The meeting closed at 15:22pm

Signed Date