

ASH PARISH COUNCIL

Alison Watmore
Clerk to the Council

Council Offices
Ash Hill Road
Ash, Surrey
GU12 5DP

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

17 February 2026

To: The Chair and Members of the Amenities, Finance and Administration Committee.

Chair: Cllr Phil Bellamy
Vice Chair: Cllr Richard Lucas
Cllr Mohammad Faisal
Cllr Paul Golding
Cllr Carla Morson
Cllr John Tonks

Substitutes: All councillors not committee members

Councillors are hereby summoned, and members of the public are invited and have a right to be present at the virtual meeting of the Amenities, Finance and Administration Committee **on Monday 23 February 2026** commencing at **19:00** or following the close of the Planning Committee if this is later.

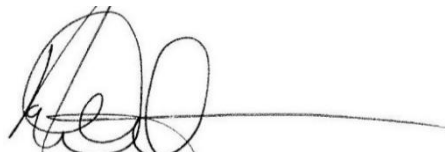
This meeting will **not** be held in public. Any members of the public wishing to access the meeting to make a comment or hear the proceedings should click the link below;

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGU4NzdkNjQtZDQ2NC00MDc2LThhY2UtYjQ4NmI5MjM3ZmQ3%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/>

Provision will be made for Public Question Time.



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Photographing, recording and broadcasting or transmitting by social media of any kind, is allowed during the proceedings of the public session of the Council meeting or its Committee's meetings, providing there is no disruption to Council meeting procedures in relation to this initiative. Any recording must cease if the Council resolves to move into confidential session as per the Public Bodies (Admission to Meetings) Act 1960. Recording equipment may not be left in the meeting room where the confidential session is being held.

AGENDA**1. Accept Apologies for Absence.****2. To Receive Declarations of Interest.****3. Confirmation of the Minutes.**

To confirm the minutes of the Amenities, Finance and Administration Committee meeting held on Monday 26 January 2026.

4. Adjournment.

To consider adjourning the meeting for a maximum period of ten minutes to enable members of the public to raise questions, in respect of the business on the agenda. (Standing Order 3e).

5. Monthly Accounts.

Members to consider the monthly accounts ending 31 January 2026.

6. Bank Reconciliation.

Members to consider the bank reconciliations ending 31 January 2026.

7. Budget Report.

Members to consider the budget report ending 31 January 2026.

8. Elections Forecast Cost May 2027.

Members to discuss the updated details received from Electoral Services Guildford & Waverley Borough Councils and to consider increasing the EMR Elections to cover the cost of the May 2027 elections from general reserves.

9. Community Grants Application.

Members to consider the application from Ash Villages Food Parcels Project.

10. Car Park Signage.

Members to consider installing car park signage at Harpers Recreation Ground.

11. GBC Community Asset Transfer.

Members to note the response from GBC following the formal expression of interest in transferring community assets.

Members to discuss and consider the next steps for transferring community assets.

Members to agree setting up a EMR for Community Asset Transfer with £14,500.00 reserve.

12. Repairs To Manfield Road Street Light.

Members to note the Vice Chair and the Clerk used delegated powers to approve the repair works to the street light in Manfield Road at a cost of £4232.25 + £846.45 VAT = £5078.70. The funds will be taken from EMR Street Lighting.

13. Power Over Ethernet Switch.

Members to note the Vice Chair and the Clerk used delegated powers to purchase the power over ethernet switch at a cost of £849.00 + £169.80 VAT = £1018.00.

14. Events Working Group.

Members to note the minutes of the Events Working Group Meeting held on 19 November 2025 as at Agenda Appendix A.

15. Correspondence.

16. Date of Next Meeting.

The date of the next meeting is **Monday 23 March 2026** at 19:00 or following the close of the Planning Committee meeting, if this is later.

Agenda Appendix A**ASH PARISH COUNCIL****Minutes of the Events Working Group
held on 19 November 2025 via Microsoft Teams
commencing at 14:30**

Present:	Cllr John Tonks	✓
	Cllr Paul Golding	✓
	Cllr Richard Lucas	x
	Cllr Michael Moriarty	x
	Ali Watmore	✓
	Lowan Daley	✓
	Graham Bidwell (Guest)	✓
	Jo Packman (Guest)	✓
	Richard Tolley (Guest)	✓
	Len Scott (Guest)	✓
	Pauline Baxter (Guest)	x
	Paula Hunt (Guest)	✓

Also Present Cllr Marsha Moseley

1. Apologies for Absence. (agenda item 1)

There were no apologies for absence.

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 17th September 2025, copies of which have been circulated to members, were confirmed as a true record.

4. Remembrance Sunday 2025. (agenda item 4)

Cllr John Tonks reported that medical provision was not as originally planned. Two teams of two were expected; however, due to sickness, only one medic attended. Miscommunication regarding gazebo placement led to assumptions about staffing requirements.

One casualty was recorded and treated by the attending medic. There were also several near misses, highlighting the need for two designated first responders at the top location.

Graham Bidwell noted that the medic and the flag coordinator assisted with treatment. Lowan Daley advised that the Traffic Management Company deployed a different team than previously briefed.

Cllr John Tonks added that the replacement team had not attended prior briefings, causing initial confusion. After an on-site re-brief, operations proceeded as planned, though road closure implementation was delayed.

Cllr John Tonks explained that for next year, he will look to make a more detailed Road Closure Map, more zoomed in and detailing the road closure slightly more at each entry/closure point.

Cllr John Tonks reported that the Outreach Military Group attended after Staff Sergeant Tony Rayner requested permission for the group to participate. The group expressed satisfaction with the event and confirmed interest in attending next year, with a view to establishing ongoing participation.

Richard Tolley noted that the road closure arrangements worked effectively, and maintaining access via Grove Road helped ease congestion during dispersal.

Cllr Paul Golding observed that the two-minute silence commenced earlier than 11:00, which was noted by attendees. He suggested placing a visible clock near the microphone area to assist clergy in keeping accurate time.

Cllr John Tonks acknowledged the absence of Father Keith, who normally leads this element, and proposed improving coordination and timing for future events.

Graham Bidwell cautioned against delaying proceedings significantly, as additional time is required for positioning around the memorial.

Cllr John Tonks highlighted issues with the wreath-laying sequence and confirmed that Anita Merritt (St John's) will assist with coordination next year. He noted that the disruption was partly due to the lament (bagpipes) not starting as planned, which affected the flow of the service.

Feedback indicated that last years' service was considered too long, with reports of fainting and restlessness among younger attendees. Cllr Tonks invited comments from the Events Working Group on the perceived duration of this years' service.

Cllr Marsha Moseley queried why the Quakers were invited to lead the words of reflection during this years' service, noting that residents and former service members expressed concern given the significance of VE Day and VJ Day anniversaries. She stated that many felt the inclusion was inappropriate.

Cllr John Tonks clarified that the Quakers had participated in previous years and that the order of service was agreed jointly with the clergy, who lead the service on behalf of the Council.

Cllr Moseley requested clarification on who approved the arrangement and reiterated that feedback indicated dissatisfaction with the inclusion of the Quakers. She expressed that objections were based on the organisation's pacifist stance and the absence of references to sacrifice, VE Day, or VJ Day during the reflection.

Cllr Tonks acknowledged that these elements were not mentioned and noted that clergy did not raise this during planning. He agreed that this feedback should be considered for future services.

Richard Tolley noted feedback from a family member who felt the wording used by the Quakers during the active reflection was repetitive and not fully relevant to the occasion.

Cllr Marsha Moseley raised concerns regarding the sale of white poppies by the Quaker representative on parish land prior to the service and questioned whether permission had been granted.

Cllr John Tonks confirmed that this practice has occurred for the past four years.

Cllr Moseley requested that the sale of white poppies on parish land be prohibited in future, citing concerns that donations may divert funds from the Royal British Legion.

Cllr Tonks acknowledged the complexity of balancing inclusivity with the purpose of the event and suggested further consideration of the issue.

Cllr Paul Golding clarified that proceeds from white poppy sales support the Peace Pledge Union, which promotes peaceful alternatives to war.

Cllr Tonks proposed referring the matter for wider discussion and consultation with the Chairman, noting that the query will be recorded and reviewed for next year's event.

Cllr John Tonks noted that the words of reflection are intended to rotate among different contributors. Previous years included representatives such as members of the Fijian community. This year, the service was led by Claire Holt; next year, responsibility will fall to Father Robin and Reverend Neil Lambert, who may select alternative speakers. Cllr Tonks expressed a preference for maintaining rotation to avoid repetition.

Richard Tolley reported hearing comments regarding disappointment over the absence of the hymn Jerusalem, which was also noted on social media.

Cllr Tonks asked for feedback on the audibility of the Vice Chairman's closing remarks.

Members confirmed that the speech was clearly heard.

Cllr Marsha Moseley suggested that a microphone stand should be available for speakers to facilitate handling notes.

Cllr Paul Golding confirmed that an additional microphone stand will be provided for next year's event.

5. Christmas Fantasia 2025. (agenda item 5)

Cllr John Tonks advised that the hall will open at 11:00, and stallholders will be invited to enter the car park from that time.

Graham Bidwell confirmed he will manage stallholder placement and provide directions upon arrival.

Cllr John Tonks clarified that stall numbers will be listed on printed sheets (in alphabetical order), with multiple copies available for distribution by Graham as stallholders arrive.

Cllr Paul Golding requested an early copy of the stallholder layout to assess power distribution requirements.

Cllr John Tonks confirmed that during the CCTV meeting later today, he will print the layout sheet and mark stalls requiring power.

Cllr John Tonks advised that outdoor stall areas will be marked with barriers, leaving space for parking and unloading. Volunteers will assist with unloading from 11:00, wearing high-visibility clothing and offering help to stallholders moving items into the hall. The event will commence at 13:00, with the Deputy Mayor of Guildford (Councillor Jane Tyson) officially opening proceedings. The event will conclude at 16:30.

A briefing will take place at 15:00 to review volunteer responsibilities and road closure arrangements.

Cllr John Tonks advised that volunteers have been notified via email to meet at the office at 15:00 for entry.

Road closure will begin at 16:00 and remain in place until 18:00, with reopening anticipated by 17:15.

Len Scott requested some chairs for the Ash Vale Ensemble and also made a point of when operating the snow machine to have this pointing upwards rather than in the direction of the band.

Cllr Paul Golding explained that he'll keep an eye on it this year to make sure that it doesn't cover the band and that this year he will make more of an effort to concentrate on where the snow is landing and not towards the band. And if it is, readjust it to go elsewhere.

Cllr John Tonks requested that we have a T-bar and a couple of lights down at the Wharf to light up the area.

Cllr Paul Golding stated that visibility was poor last year due to darkness. He will take responsibility for ensuring the area is properly illuminated this year.

Cllr John Tonks confirmed that the staging used last year was effective and will be implemented again. Father Christmas and the Chairman will be raised onto the platform for clear visibility.

Cllr Paul Golding confirmed Father Christmas will attend and arrive at approximately 3:30 PM.

Graham Bidwell agreed to brief Father Christmas and suggested including the van driver in the briefing.

Lowan Daley requested that the office remain clear and not be used as a changing room. The briefing will take place in the meeting room.

Cllr John Tonks confirmed the general briefing will occur at 3:00 PM, covering road closure details and marshalling. The Santa briefing will take place at 4:00 PM.

Cllr Paul Golding queried whether the float will use the van or the Gator. Ali Watmore confirmed the Gator will be used.

Cllr Marsha Moseley highlighted previous issues with children or family members sitting on the back of the float and stressed the need for vigilance for insurance purposes.

Cllr John Tonks stated that only staff members should be in the vehicle; all others should either sit inside or walk alongside it.

Ali Watmore noted that turning the van around at the previous location was problematic. The Gator provides easier manoeuvrability, and since it is available, it will be used.

Cllr John Tonks noted that the vehicle is a minor aspect of the event, with Santa distributing sweets being the main attraction. Efforts should focus on ensuring this element is well-prepared.

Graham Bidwell emphasised that Ash Hill Road remains a live road during the event. All movement to and from the location must include someone walking in front of the vehicle wearing a high-visibility jacket.

Jo Packman reported that The Hive has a separate event on the same day as Fantasia and will not be able to provide volunteers.

Cllr John Tonks mentioned that we have had a gentleman from the Muslim Community, Nassar who has expressed interest in volunteering within Ash and has previously attended the Remembrance Sunday event. He may assist with providing volunteers for Fantasia, particularly for road closure duties, car park management, or marshalling at Ash Wharf. Confirmation is pending.

It was suggested that Nasir be invited to join the Events Working Group, as he is keen to support parish events and contribute to community activities.

Lowan Daley proposed adding an item to the next agenda to formally invite Nassar to join the Events Working Group.

Cllr John Tonks suggested including an item in the next meeting to formally agree on the date for the summer fete.

Cllr Paul Golding enquired about inviting Out Of The Shadows to perform again.

Ali Watmore proposed that Paul Golding confirm their availability and report back at the next meeting.

Graham Bidwell requested clarification on arrival times at the Offices on Saturday for the Fantasia event.

Lowan Daley confirmed arrival times as follows: staff and volunteers at 10:00; stallholders at 11:00 to prepare for a 12:30 setup, with the event launch scheduled for 13:00.

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

The date of the next meeting was agreed as Wednesday 21st January 2026 at 14:30 via Microsoft Teams.

The meeting closed at 15:29pm

Signed Date