

ASH PARISH COUNCIL

Alison Watmore
Clerk to the Council

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16 June 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 John Tonks
Cllr Fiona White

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 22 June 2026** commencing at **19:00** or following the close of the Planning Committee if this is later.

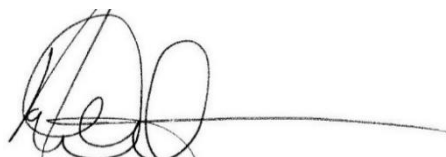
This meeting will **not** be held in public. Any members of the public wishing to access the meeting to make a comment or hear the proceedings should click the link below;

<https://teams.microsoft.com/meet/38076293975056?p=iAQEBydXleOdcALR74>

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 Tuesday 26 May 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. CCLA Fund & Market Update.

Jamie Charters from CCLA to provide a fund and market update.

6. Monthly Accounts.

Members to consider the monthly accounts ending 31 May 2026.

7. Bank Reconciliation.

Members to consider the bank reconciliations ending 31 May 2026.

8. Budget Report.

Members to consider the budget report ending 31 May 2026.

9. Winter Bedding Plants.

Members to note the Chair and the Clerk used delegated powers to approve the winter bedding plant order at a cost of £1185.00 + VAT £237.00 VAT = £1422.00. The funds are allocated in the budget under winter bedding.

10. Grants of Exclusive Rights in Respect of Burials.

To authorise the issue of Grants of Exclusive Rights in respect of Burials:

Deed Number	Purchaser	Plot Number
1734	S Frith	M34
1735	P Opoku-Annin	M442
1736	K Jones	M60
1737	M Kempster	M64
1738	D Kempster	M86

11. Events Working Group.

Members to note the minutes of the Events Working Group Meeting held on 18 March and 20 May 2026 as at Agenda Appendix A.

12. Ash Flood Working Group.

Members to note the minutes of the Ash Flood Working Group Meeting held on 22 April 2026 as at Agenda Appendix B.

13. Shawfield Allotment Working Group.

Members to note the minutes of the Shawfield Allotment Working Group Meeting held on 20 May 2026 as at Agenda Appendix C.

14. Street Lighting & CCTV Working Group.

Members to note the minutes of the Street Lighting & CCTV Working Group Meeting held on 14 January 2026 as at Agenda Appendix D.

15. Correspondence.

16. Date of Next Meeting.

The date of the next meeting is **Monday 27 July 2026** (change of date due to bank holiday) 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 in the Ash Centre, Ash Hill Road, Ash and via Microsoft Teams on 18 March 2026 which commenced at 14:30

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

1. Apologies for Absence. (agenda item 1)

Apologies for absence were received from Pauline Baxter, Richard Tolley & Paula Hunt.

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 21st January 2026, copies of which have been circulated to members, were confirmed as a true record.

4. Ash In Bloom 2026. (agenda item 4)

Cllr John Tonks opened by saying that last year's schedule and chosen dates were successful. All members agreed to follow the same standard format as the previous year. The event will be launched in May, aligning with the distribution of the parish newsletter. The submission window will remain open until the last day of August. It was confirmed that last year's event also closed at the end of August, and this timeline worked well.

Lowan confirmed we had reached out to Dover Garage earlier in February regarding continued sponsorship and there was no response received initially. Lowan elaborated that the recent passing of Tony Gilliam, as shared by Richard Tolley probably had something to do with Dover Garage not responding. Tony's funeral took place last Wednesday (14th January).

Lowan contacted Dover Garage again at the beginning of this week, expressing condolences and gently following up about future sponsorship. It was acknowledged that Dover Garage may not plan to remain in the area indefinitely, which could impact ongoing support.

Cllr John Tonks mentioned that the additional potential sponsors:

Jewel Windows, a local business recently showing interest.

Oasis Contractors, another local company that has shown potential as a supporter.

The group agreed that if Dover Garage is unable to continue sponsorship, the team should approach these alternative businesses to explore contributions and encourage their involvement. It was agreed all around that we will await a response from Dover Garage regarding their ability to continue sponsorship.

Cllr John Tonks said to begin preparations to engage Jewel Windows and Oasis Contractors if Dover Garage declines or does not respond.

Ali Watmore mentioned the possibility of approaching Bridges to explore their interest in sponsoring part of the event and suggested that making an in-person visit to Bridges might be beneficial to gauge their interest directly.

As the council's representative involved in the event, it was recommended that Cllr John Tonks makes the initial contact. The aim is to confirm whether Bridges would be willing to participate as a sponsor before pursuing additional options.

Graham Bidwell questioned whether we are going to keep the Ash In Bloom categories the same.

Cllr John Tonks confirmed that they will remain the same unless any strong suggestions come in for change. It is unfortunate that local schools do not participate in the event, even though every school maintains a vegetable patch, making them well-placed to enter.

Members agreed that, in previous years, engagement from schools has been limited, even though efforts were made to encourage their involvement. The team agreed that to improve participation from the local schools it may be necessary to send them a direct letter, as information placed in their general inbox may get overlooked.

Lowan Daley mentioned that Ash Vale Station Gardeners have been submitting entries which is good so we will try and improve the commercial participation.

Cllr John Tonks also said that we will push to try and get more of the allotment holders involved too.

It was confirmed that the event will follow the same dates as last year and these dates will be included in the upcoming parish newsletter.

Cllr John Tonks stated that this item could be wrapped up, as the arrangements are consistent with the previous year and no further changes are required.

5. Fete 2026. (agenda item 5)

The group reviewed the current preparations for the fete and noted that several elements are already progressing automatically as part of the standard setup process.

Lowan Daley is in the process of organising the medical cover and is gathering quotes from medical firms.

Ali Watmore confirmed that the required licences for broadcasting non-live, pre-recorded music (including PPL licensing) have been secured, ensuring compliance with music-use regulations.

Cllr John Tonks confirmed that the event will not include live music this year, unless there is a late administrative requirement or exception that necessitates revisiting this decision. Contact with the school should be made approximately six weeks before the event to confirm their potential involvement.

Lowan suggested that initial contact could be made two months in advance to provide additional notice as the fete is scheduled for 20 June, the group agreed that outreach should begin immediately after the Easter break.

An email will be sent to the school advising that event licensing preparations are underway and asking whether they plan to attend. Cllr John Tonks emphasised that the email will also request clarification on the type of performance they may wish to deliver, either a live musical piece or a pre-recorded number. So that appropriate licensing and technical arrangements can be made.

Ali Watmore asked whether Len and the Ash Vale Ensemble would be able to attend the fete. Len reported that in his 16 years with the group, this was the first time anyone had enquired about the Ensemble performing at an event other than Fantasia. He confirmed that the Ensemble would not be able to attend the fete due to members being based in various locations, making coordination impractical.

Lowan Daley advised that he had reached out to local groups and regular hirers of the halls and is awaiting some responses, although Michelle from Zumba confirmed they would not be able to commit.

Cllr John Tonks suggested that we reach out to the other Zumba fitness classes too and check their availability.

Ali Watmore mentioned reaching out to Jo Packman as well, as the community wellbeing team tend to work with entertainers from time to time.

Lowan Daley confirmed that we had a lot of interest from Ice Cream vendors (Whippy-style type vans) and that the usual stall that serves ice cream will now alternate, one year on and one year off, but they will still be present with a Pimm's bicycle.

It was noted that there had been enquiries regarding the possibility of having an additional bar at the event. The request was declined as an additional bar would create competition with the APC bar and the primary purpose of operating the bar is to raise funds for the chosen charity, and introducing another bar would undermine this objective.

Ali Watmore mentioned that additional helpers will be required for the bar this year, as Richard Tolley will not be available.

Cllr John Tonks advised that helpers will be sought, including from the existing pool of village volunteers.

Ali Watmore noted that Lowan undertook a significant portion of the bar duties last year while she was inside managing the Neighbourhood Plan activities.

Lowan agreed and confirmed he is happy to assist with bar service again this year.

It was noted that Martin's Law will not apply to this year's event. However, the legislation is expected to come into effect next year, and depending on the final threshold, potentially as low as 500 attendees that it may significantly impact how events must be managed.

If the 500-person threshold is confirmed, the committee will need to change current practices, including:

Restricting access so that only one controlled entrance is used.

Implementing people-counting procedures.

Conducting security checks, potentially including bag checks.

Ali Watmore explained that these measures are being introduced nationally following the Manchester Arena bombing, with the intent of improving public safety. Such requirements would

apply even to small local events, including village fetes and any activities held in the hall, which can accommodate up to 200 people.

It was noted that applying festival-style security measures, such as high-visibility security staff and mandatory bag checks to events with as few as 500 attendees could place a substantial burden on community events and may negatively affect their viability.

Graham Bidwell suggested maybe trialling some of these measures this year so we have a feel for how we will practice it when the legislation officially comes into force.

It was noted that the aim for this year is to avoid using the Vale Furnishers car park if possible. However, it was agreed that the car park will remain an available option for the Christmas Fantasia event as it will be required.

The working group agreed that the increased parking on the field behind the stalls had worked well at the previous Summer Fete and should be implemented again for the upcoming fete.

It was noted that last year the Deputy Mayor of Guildford was allocated a parking space in the staff car park area next to the workshop.

The same area will be used again this year for the Mayor’s parking, and it will also be made available for any other invited dignitaries who require reserved parking.

Ahmadiyya Muslim Community Event supported by Ash Parish Council:

It was noted for the minutes that the Ahmadiyya Muslim Community has been granted free use of the hall for a community event open to all residents.

All members of the Events Working Group expressed their good wishes and hopes that the event is well attended.

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

The date of the next meeting was agreed as Wednesday 20th May 2026 at 14:30 via Microsoft Teams.

The meeting closed at 15:37pm

Signed Date

ASH PARISH COUNCIL

**Minutes of the Events Working Group
held in the Ash Centre, Ash Hill Road, Ash and via Microsoft Teams on 20 May 2026 which
commenced at 14:30**

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

2. Apologies for Absence. (*agenda item 1*)

Apologies for absence were received from Ali Watmore, Pauline Baxter & Paula Hunt.

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 March 2026, copies of which have been circulated to members, were confirmed as a true record.

4. Ash In Bloom 2026. (*agenda item 4*)

Cllr John Tonks opened by saying that last year's schedule and chosen dates were successful.

All members agreed to follow the same standard format as the previous year.

The submission window will remain open until the last day of August.

It was confirmed that last year's event also closed at the end of August, and this timeline worked well.

Cllr John Tonks confirmed that Dover Garage had been contacted in February regarding continued sponsorship; however, no response was received. As there has been no further communication to date, it is anticipated that the sponsorship has concluded, and appreciation was noted for their support over the years.

Cllr John Tonks confirmed that he had made formal contact, in his capacity as a Parish Councillor, with Bridges Estate Agents to explore potential sponsorship for Ash in Bloom, which has been successful and arrangements are now underway.

Lowan Daley confirmed that the event has been promoted on the website and Facebook, and that the Ash in Bloom flyers have been updated to include the Bridges logo.

Members noted that engagement from schools, nurseries, businesses, and allotment holders has been limited in previous years, and agreed to take proactive steps to encourage greater participation this year.

Lowan Daley mentioned that Ash Vale Station Gardeners have been submitting entries which is good so we will try and improve the commercial participation.

Both Graham Bidwell and Richard Tolley suggested that the Ash Parish Garden Club and the Ash Floral Club would be appropriate organisations to approach for engagement.

Cllr John Tonks noted that the use of Microsoft Forms for voting was effective, with clear photo visibility and a user-friendly platform that enabled straightforward vote submission.

It was confirmed that the event will follow the same dates as last year and these dates will be included in the upcoming parish newsletter.

5. Fete 2026. (agenda item 5)

The group reviewed the current preparations for the fete and noted that several elements are already progressing automatically as part of the standard setup process.

Lowan Daley confirmed that medical cover has been secured for the duration of the event, to be provided by St John Ambulance.

Cllr John Tonks confirmed that the Head Teacher of Ash Manor School advised that the Head of Music will be bringing live musicians to the fete.

Lowan Daley confirmed that an advertisement has been circulated to source entertainers for outstanding slots in the entertainment itinerary.

Additional dance groups at Victoria Hall to be explored, with Cllr John Tonks to liaise with Cllr Paul Golding to investigate.

Richard Tolley suggested reaching out to local musical groups and clubs to explore potential performance opportunities, including the School of Rock in Aldershot.

Cllr John Tonks confirmed that he will make initial contact with School of Rock in Aldershot.

Lowan Daley to contact Mackenzie Mayne to confirm whether they will be attending as usual with their fairground activities and refreshments.

Lowan Daley to review current stock levels of cups and report to Cllr John Tonks on any additional requirements.

Graham Bidwell confirmed that he is happy to assist with gate duties and will also be capturing photos throughout the event and will supply those to Lowan once the event has concluded like usual.

The need for a second person at the internal gate to assist with directing attendees was noted. Provision of maps on arrival was reviewed; it was agreed that these were not necessary on this occasion, as they were largely unused, and could be omitted in future to reduce paper usage.

It was noted from the March meeting that the objective for this year is to avoid the use of the Vale Furnishers car park where possible. However, it was agreed at this meeting that the car park will remain available as an option for individuals operating indoor stalls who are blue badge holders.

The working group agreed that the increased parking on the field behind the stalls had worked well at the previous Summer Fete and should be implemented again for the upcoming fete.

It was noted that last year the Deputy Mayor of Guildford was allocated a parking space in the staff car park area next to the workshop.

The same area will be used again this year for the Mayor's parking, and it will also be made available for any other invited dignitaries who require reserved parking.

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

The date of the next meeting was agreed as Wednesday 15th July 2026 at 14:30 via Microsoft Teams.

The meeting closed at 15:43pm

Signed Date

Agenda Appendix B

ASH PARISH COUNCIL

**Minutes of the Ash Flood Working Group
held via Microsoft Teams
on Wednesday 22 April 2026 commencing at 09:30**

Chair:	Cllr Richard Lucas	A
Vice Chair:	Cllr Sue Wyeth-Price	Joined Late
	Cllr Michael Moriarty	✓
	David Shaw	✓
	Ali Watmore	✓

Also Present:

Andy Treasure Surrey County Council (SCC)
 Claire Upton-Brown Guildford Borough Council (GBC)
 Ivan Parr Environment Agency
 Janice Longman Environment Agency

As the Chair and the Vice Chair were not available at the start of this meeting. The Clerk nominated Cllr Michael Moriarty to be Chair for this meeting, and it was seconded by David Shaw.

3. Apologies for Absence. (agenda item 1)

Apologies for absence were received from Cllr Richard Lucas.

2. Declarations of Interest. (agenda item 2)

There were no declarations of interest.

3. Confirmation of Minutes. (agenda item 3)

The minutes of the previous meetings held on Monday 19 January 2026, copies of which had been circulated, were confirmed as a true record and will be signed by the Chair of the Committee, Councillor Richard Lucas.

4. Public Meeting Recap. (agenda item 4)

Members discussed the areas of concern that were raised at the public meeting on Monday 19 January 2026 and agreed how best to address these issues.

5. Next Steps. (agenda item 5)

Members confirmed that details regarding the ditches on the Ranges need to be discussed with the DIO/MOD.

6. Other Matters Arising. (agenda item 6)

No other matters arising were discussed.

7. Date of Next Meeting. (agenda item 7)

The next meeting to be agreed by email between Councillors and guests.

The meeting closed at 10:30.

Signed Date

Agenda Appendix C

ASH PARISH COUNCIL

**Minutes of the Shawfield Allotment Working Group
held via Microsoft Teams
on Wednesday 20 May 2026 commencing at 18:30**

Chair:	Cllr John Tonks	✓
	Cllr Michael Moriarty	✓
	Cllr Fiona White	A
	Ali Watmore	✓
	Jeanette McKernan	✓

4. Apologies for Absence. (agenda item 1)

Apologies for absence were received from Cllr Fiona White.

2. Declarations of Interest. (agenda item 2)

There were no declarations of interest.

3. Purpose and Objectives. (agenda item 3)

- a) Document items for discussion that impact all APC allotment sites and their users.
- b) Transparency in processes and recording of decisions.
- c) End to end operation of leasing and managing all allotment sites.

4. Next Steps. (agenda item 4)

Review any outstanding queries or questions submitted to the Parish Council regarding proposed changes to allotment sites.

Review current lease wording, with proposed changes to be discussed and agreed at a future working group meeting. Noting the renewals are due for submission in early September 2026.

Put a proposal to the Council that the working group be renamed to the Allotment Working Group to reflect agreed purpose and objectives.

7. Date of Next Meeting. (agenda item 5)

The next meeting to be agreed by email between members.

The meeting closed at 19:05.

Signed Date

Agenda Appendix D

ASH PARISH COUNCIL

**Minutes of the Street Lighting & CCTV Working Group
held on Wednesday 14 January 2026 at the Ash Centre
which commenced at 18:30**

Present:	Cllr John Tonks	ü
	Cllr Carl Cookson	ü
	Cllr Paul Golding	ü
	Cllr Richard Lucas	ü
	Ali Watmore	ü
	Joel Baker (Guest)	ü
	Lowan Daley	ü

5. Apologies for Absence. (agenda item 1)

There were no apologies for absence.

2. Declarations of Interest. (agenda item 2)

Cllr Paul Golding declared a non-pecuniary declaration of interest, as he works for a company that provides CCTV and security. This company has provided some assistance to Ash Parish Council (APC) and is a regular contractor for Guildford Borough Council (GBC).

3. To review the Current Draft Plan. (agenda item 3)

All Members of The Street Lighting & CCTV Working Group thoroughly went through Phases 1, 2 & 3 in the Proposed plan for APC CCTV Upgrade documents. These phases highlighted the initial phase for the Ash Centre and central management software, the other locations protecting APC assets, and then all other locations.

Members provided their comments, and the Chair, Cllr John Tonks, will update the draft report accordingly before circulating a revised copy to members by email. Once everybody confirms they are happy, the documents will be presented in the Amenities, Finance & Administration Meeting. The documents will need to be agreed by all members of The Street Lighting & CCTV Working Group by the end of the week commencing 12/01/2026 in order to be taken into the next Amenities, Finance & Administration Meeting which is taking place on Monday 26th January 2026.

4. To discuss Next Steps Regarding Acquiring Comparable Quotes. (agenda item 4)

Cllr John Tonks noted the need to obtain two like-for-like quotations and to review the APC CCTV Upgrade proposal documents with the selected contractors.

All Members of The Street Lighting & CCTV Working Group agreed that these phases are to be itemised in terms of cost to enable Full Council to agree some or all phases. In the event that, not all 3 are agreed, then this can always be revisited later. The CCTV & Lighting Working Group intends to present the quotations in the next Full Council Meeting taking place on Monday 9th February 2026. The CCTV & Lighting Working Group aims to recommend a solution that eliminates the need for ongoing third-party oversight in daily operations. Specifically, the solution must provide flexibility to switch between service providers and allow for in-house management, repair, and maintenance.

5. Date of Next Meeting. (agenda item 5)

The date of the next hybrid meeting is yet to be agreed and the chair, Cllr John Tonks advised that members will receive correspondence via email.

The meeting closed at 20:06.

Signed Date