

ASH PARISH COUNCIL

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18 April 2017

To: The Chairman and Members of the Finance and Administration Committee.

Chairman: Cllr Paul Spooner
Vice Chairman: Cllr Laurence Armes
Cllr Nigel Manning
Cllr Bill Cole
Cllr Mrs Jo Randall
Cllr Mrs Pat Scott

Substitutes: Cllr Martin Burgess
Cllr John Tonks

Councillors are hereby summoned and members of the public are invited and have the right to attend the Finance and Administration Committee meeting to be held at the Ash Centre, Ash Hill Road, Ash on Monday 24 April 2017 commencing at **7:00pm or following the close of the Planning Committee meeting, if this is later.**



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AGENDA

Photographing, recording and broadcasting or transmitting by social media of any kind, is now 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.

1. **To accept Apologies for Absence.**
2. **To receive Declarations of Interest.**

3. Confirmation of the Minutes.

To confirm the minutes of the previous Finance and Administration Committee Meeting held on Monday 27 February 2017. These minutes have been before the full Council by which they were duly approved and adopted.

4. Adjournment.

To give consideration to 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 2016/17

Members to consider and agree the Council's accounts and budgetary review as at 28 February 2017 (month 11) and the draft accounts as at 31 March 2017 (month 12). 2016/2017 Account Closure to take place 25 April 2017.

6. Bank Reconciliation.

Members consider and agree bank reconciliations as at 28 February 2017 (month 11) and 31 March 2017 (month 12).

7. Ash Parish Council Banking.

Members to note that the Bank of Scotland account has now been closed and receipt of funds transferred was confirmed by the Nationwide Building Society on 10 March 2017.

8. CCLA – Local Authorities Property Fund

Members to note information received in respect of the Local Authorities Property Fund to 31 March 2017.

9. Guildford Borough Council – Waste Collection 2017 - 2018

Members to note the increase in costs as advised by Guildford Borough Council:

Ash Centre - £1674.40 per annum (2016 - 2017 £1609.92)

Ash Cemetery – £837.20 per annum (2016 – 2017 £804.96)

The annual Duty of Care cost is increasing from £18.40 + VAT to £19.50 + VAT per site.

10. Ash Centre Cleaning

Members to note that to meet the regulations in respect of the National Living Wage, Mirage Cleaning Services are increasing their charges by 0.30p per hour

11. Water Charges

Members to consider information received both Castle Water and SE Water with regard to paying water and sewerage to a single supplier

12. Cemetery Toilet

Members to consider a report regarding the installation of a toilet facility at Ash Cemetery.

Company 1: 2 x site visits. Quote received in the sum of approx. £50,000 + installation costs of £28,210.00

Company 2: 1 x site visit in January 2017, no quote received despite chasing

Company 3: Cost sheet received. No response re site visit.

13. Ash Centre Movable Walls

Members to consider correspondence received from the existing contractor for a three year contract at £410.00 + VAT per year, for the servicing of the movable walls in the Main Hall and Meeting Rooms at the Ash Centre

14. Ash Music Festival

Members to consider the charges for the hire of Harpers Recreation Ground for the 2017 Music Festival on Saturday 29 July.

15. Correspondence

16. Date of next meeting

The date of the next meeting is Monday 22 May 2017 commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.