

ASH PARISH COUNCIL**Minutes of the Meeting of the Finance and Administration Committee
held in the Ash Centre, Ash Hill Road, Ash
on Monday 23 January which commenced at 7:00pm**

Chairman of the Committee:	Cllr Paul Spooner	✓
Vice Chairman:	Cllr Laurence Armes	✓
	Cllr Nigel Manning	✓
	Cllr Bill Cole	A
	Cllr Mrs Jo Randall	✓
	Cllr Mrs Pat Scott	A
Substitutes:	Cllr Martin Burgess	x
	Cllr John Tonks	✓

✓ Present

x Not Present

A Apology for Absence

Part I – Public Session**77. To accept Apologies for Absence (agenda item 1)**

Apologies for Absence were received from Cllr Mrs Pat Scott and Cllr Bill Cole.

78. To receive Declarations of Interest (agenda item 2)

There were no Declarations of Interest declared.

79. Confirmation of the Minutes (agenda item 3)

The minutes of the previous Finance and Administration Committee Meeting held on Monday 28 November 2016 have been before the full Council by which they were duly approved and adopted. These minutes were signed by the Chairman of Committee, Cllr Paul Spooner

80. Adjournment (agenda item 4)

The Chairman moved and it was agreed to adjourn the meeting for a maximum period of 10 minutes to allow members of the public to raise questions.

There were no members of public present.

81. Monthly Accounts 2016/17 (agenda item 5)

Members considered and agreed the Council's accounts and budgetary review as at 30 November 2016 (month 8) and 31 December 2016 (month 9)

82. Bank Reconciliation (agenda item 6)

Members considered and agreed bank reconciliations as at 30 November 2016 (month 8) and 31 December 2016 (month 9)

83. CCLA – Local Authorities Property Fund (agenda item 7)

Members to note information received in respect of the Local Authorities Property Fund to 31 December 2016.

Item noted

84. HMRC PAYE (agenda item 8)

Members considered a request from HMRC for the monthly payment of PAYE to be made electronically. The payment is currently made by cheque.

and it was:

Recommended upon consideration that payment of PAYE be made electronically.

85. Ash Centre – Hand Dryers (agenda item 9)

Members considered a report regarding a suggested upgrade of the hand dryers within the toilet facilities at the Ash Centre.

and it was:

Recommended upon consideration that while the suggestion of blade dryers was agreed in principal this item be deferred to the Finance and Administration Committee meeting to be held Monday 27 February 2017 allow further quotes to be sourced.

86. Ash Centre Sound System (agenda item 10)

Members considered a report in respect of an upgrade to the sound system at the Ash Centre

and it was:

Recommended upon consideration that this item be deferred to the Finance and Administration Committee meeting to be held on Monday 27 February 2017 to allow further information and quotes to be confirmed.

87. Correspondence (*agenda item 11*)

Correspondence had been received from Guildford Borough Council inviting nominations for the Mayors Award for Service to the Community.

The deadline for nominations is Friday 24 February 2017. The Clerk will email all Councillors for nominations to be considered at the Amenities Committee at the meeting to be held on Monday 20 February 2017

88. Date of next meeting (*agenda item 12*)

The date of the next meeting is Monday 27 February 2017 commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

The meeting closed at 7:12pm

Chairman: _____

Date: _____