ASH PARISH COUNCIL

Minutes of the Meeting of the Finance and Administration Committee held in the Ash Centre, Ash Hill Road, Ash on Monday 24 April which commenced at 7:10 pm following the close of the Planning Meeting

Chairman of the Committee:

Vice Chairman:

Cllr Paul Spooner

Cllr Laurence Armes

✓

Cllr Nigel Manning

Cllr Bill Cole

Cllr Mrs Jo Randall

✓

Substitutes:

Cllr Martin Burgess x Cllr John Tonks ✓

✓ Present x Not Present A Apology for Absence

Cllr Mrs Pat Scott

Part I – Public Session

106. To accept Apologies for Absence (agenda item 1)

Apologies for absence were received from Cllr Mrs Pat Scott.

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

There were no Declarations of Interest declared.

108. Confirmation of the Minutes (agenda item 3)

The minutes of the previous Finance and Administration Committee Meeting held on Monday 27 February 2017 have been before the full Council by which they were duly approved and adopted. These minutes were signed by the Chairman of Committee, Councillor Paul Spooner

109. 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

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

Members considered and agreed the Council's accounts and budgetary review as at 28 February 2017 (month 11) and 31 March 2017 (month 12)

111. Bank Reconciliation (agenda item 6)

Members considered and agreed bank reconciliations as at 28 February 2017 (month 11) and 31 March (month 12)

112. Ash Parish Council Banking. (agenda item 7)

Members noted 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.

Item noted.

113. CCLA – Local Authorities Property Fund (agenda item 8)

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

Item noted.

114. Guildford Borough Council – Waste Collection 2017 – 2018 (agenda item 9)

Members noted 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

Item noted.

115. Ash Centre Cleaning (agenda item 10)

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

Item noted.

116. Water Charges (agenda item 11)

Members considered information received both Castle Water and SE Water with regard to paying water and sewerage to a single supplier and it was :

Recommended upon consideration to transfer the accounts for both the water supply and waste water to Castle Water Limited.

117. Cemetery Toilet (agenda item 12)

Members considered 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 plus 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. Site visit 21.04.2017. Estimated costs of £40,000 plus

installation costs.

and it was:

Recommended upon consideration that as the modular units available were possibly too overbearing for the intended location and delivery and siting would prove to be difficult, to consider the option of the facility being built on site.

The Committee recommended that assistance and advice be sought from Grove Millican, Chartered Surveyors.

118. Ash Centre Movable Walls (agenda item 13)

Members considered 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 and it was:

Recommended upon consideration that the three year contract at a cost of £410.00 + VAT per year be agreed.

119. Ash Music Festival (agenda item 14)

Members considered the charges for the hire of Harpers Recreation Ground for the 2017 Music Festival on Saturday 29 July and it was:

Recommended upon consideration that there be no increase to the charges made in 2016:

Hire Charge £150.00 Deposit £285.00

120. Correspondence (agenda item 15)

Correspondence had been received from:

The Welcome Club thanking Ash Parish Council for the donation of £300.00 from the funds raise at Fantasia 2016.

Home-Start Guildford thanking Ash Parish Council for the donation of £500.00 from the funds raise at Fantasia 2016. Home-Start Guildford have given an undertaking that the funds will only be used for the benefit of Ash residents.

Kent Surrey and Sussex Air Ambulance Trust thanking Ash Parish Council for the donation of £250.00.

Guildford Borough Council regarding the 2017 Rural Economic Strategy Action Plan including information on Village of the Year 2017

National Association of Local Councils (NALC) regarding purdah rules following the announcement of the General Election to be held on 8 June 2017.

121. Date of next meeting (agenda item 16)

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.

The meeting closed at 7:20pm
Chairman:
Date: