

ASHTON UNDER HILL PARISH COUNCIL

Parish Clerk: Michelle English, Delamere House, Hill Furze, Fladbury, Pershore, WR10 2NB
Tel: 01386 860502, email ashtonunderhill@yahoo.co.uk

Source Minutes of the Parish Council Meeting held on Tuesday 12th January 2015 @ 7.00pm in the Green Room, Ashton under Hill

Members and Officers present: Cllr Smith (Chair), Cllr Moore, Cllr Cope, Cllr Hague, Cllr Becket, Cllr McIntyre & Cllr Rowley

In attendance: District Cllr Darby, 2 members of the public

1. **Apologies:** M English (Clerk)

2. **Declarations of Interest:**

- a) Register of Interests: Councillors are reminded of the need to update their register of interests.
- b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. **Confirmed that Cllr Hague and Cope have submitted Declaration of Interest forms to Wychavon.**
- c) To declare any Other Disclosable Interests in items on the agenda and their nature.
- d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.
- e) Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. **Minutes** from November meeting were approved as true and accurate

The meeting was adjourned for Public Question Time at 7.10pm to listen to Mr Finch & Mr Facer, (notes attached below)

The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.

4. **Progress reports:** for information / discussion and comments if necessary

Minute Item No	Description	Responsibility	Action Taken
a) Social Centre	<ul style="list-style-type: none"> • Cllr Cope shared a quote for maintenance & repairs to playground from Wicksteed. £5103 ex vat. Mr Facer suggested that usually not all repairs are essential and final costs are usually £1500-2000. • Cllr Cope added that repairs are needed for underneath swings area where water is gathering. 	Cllr Cope	
b) Bredon Hill Conservation Group	<ul style="list-style-type: none"> • Now have a secretary, we have previously agreed to support this Group with £25 per annum. Added to Budget • No other news 	Cllr Becket	
c) PACT	<ul style="list-style-type: none"> • No crimes to report for the last month for Ashton. • Receiving some reports of poachers and lamping taking place around the area and we have also had a further two burglaries reported in Bredon. • Encourage everyone to look again at their home security and ensure that a light is left on a timer to give the impression that someone is home. • If anyone sees or hears anything suspicious please ring immediately on 101 or 999 as appropriate. 	Cllr Moore	Need to allocate responsibility for PACT at the next meeting. Add to Agenda
d) Lengthsman	<ul style="list-style-type: none"> • To cut back verges in Cotton's Lane, i.e. from top of Badgers Retreat in front Anna Smith property and further up to opposite Arana, to ensure water flows smoothly into drains and not down the road • Hedges lining pavements on both sides of the Groaten need to be cut back. Hedges on left after last house privately owned by farmer. Affected houses to be leafleted • All drain tops in village to be cut around 	Clerk	<ul style="list-style-type: none"> • Contact Lengthsman with List of Works • Leafletting to be carried out by Cllr Smith • Cllr Hague to contact landowner to get Hedge trimmed
e) Vehicle Activated Sign	<ul style="list-style-type: none"> • Battery to be replaced • Relocate to Beckford Rd 	Clerk	Add to Lengthsman list of works
f) Defibrillator	<ul style="list-style-type: none"> • Nothing to report 	Cllr Smith	
g) Flooding	<ul style="list-style-type: none"> • Possible leak has been identified in the verge outside The Yarde property. 	Clerk	To establish responsibility, e.g. Severn Trent and contact
h) Highways issues (current traffic congestion proposal by WCC & School)	<ul style="list-style-type: none"> • Traffic survey has been carried out, awaiting results • Damage is being caused to verges by school coaches, e.g. bottom of Gorse Hill. It was agreed to ask residents to submit individual complaints to the coach company as they happen, supplying dates and times and photographic evidence where possible. • It was suggested that information about this could also be uploaded onto the PC Facebook page, the Ashton 	Cllr Smith	<p>Cllr Rowley to supply information via the media mentioned.</p> <p>Cllr Smith to contact Highways Agency and both schools</p>

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h)	Highways issues (current traffic congestion proposal by WCC & School)	<ul style="list-style-type: none"> Traffic survey has been carried out, awaiting results Damage is being caused to verges by school coaches, e.g. bottom of Gorse Hill. It was agreed to ask residents to submit individual complaints to the coach company as they happen, supplying dates and times and photographic evidence where possible. It was suggested that information about this could also be uploaded onto the PC Facebook page, the Ashton newsletter and the website. On Facebook, residents could be encouraged to upload photos and comment on any incidents. Both schools to be contacted to put this request in their Newsletter Cllr Smith suggested requesting that coach companies install cameras in the front of their vehicles to record incidences of mounting verges etc. Cllr Smith suggested Highways are consulted about the conditions of contracts for school coaches 	Cllr Smith	<p>Cllr Rowley to supply information via the media mentioned.</p> <p>Cllr Smith to contact Highways Agency and both schools</p>
i)	Trees in the Parish	<ul style="list-style-type: none"> Concern raised that the Nicklin's were cutting too many trees down on their land at the end of the Groaten. Forestry Commission to be contacted to understand allowances and check for licences. 	Cllr McIntyre	Contact Forestry commission and confirm what is allowed and report back on action required.
j)	Communications	<ul style="list-style-type: none"> Cllr Rowley to look into taking over the official Wychavon parish council site to provide information about the PC Agreed Groaten bus stop noticeboard enlarged to provide more space for notices from residents living in lower part of village. Brian Stephens & John Kenrick to send email list for Cllr Rowley with block village correspondence Cllr Rowley is taking over editorship of Ashton Newsletter 	Cllr Rowley	Cllr Rowley to compile list for block emails, update noticeboard, and review websites
k)	Footpaths	<ul style="list-style-type: none"> No further information from CC Hardman on the status of the footpath from the memorial to the church. Chair has written to Highways with details of the issues, no response received yet Cllr Cope pointed out that the footpath is now in such a bad state of disrepair that an elderly resident recently tripped on it and she fears worse accidents might happen if issue not addressed soon 	Cllr Smith	Cllr Smith to contact CC Hardman again, to chase repair, and request quote for matched contribution.
l)	Neighbourhood plan	<ul style="list-style-type: none"> Our application to designate area for a Neighbourhood Plan (NP) for the village has been approved Cllr Becket met with Cllr Matt Darby from Bredon Parish Council who shared the process Bredon PC followed to develop their pre-submission Neighbourhood Plan, which has recently been through the consultation period. Ideas and recommendations were also shared which will provide Ashton Under Hill PC useful reference for commencing consideration and development of a neighbourhood plan. 	Cllr Becket	

5. District and County Councillors' reports: for information. (Items raised for decision will appear on the agenda for the next meeting.)

Report by District Councillor Adrian Darby to Ashton under Hill PC 12th January 2015

South Worcestershire Development Plan Recommendations have been made and a report is due at the end of this month. The Plan will be passed in spring but there will be a period of judicial review before that. Plan should be in effect by summer 2016. Significant Weight is now given to the content of this plan in planning decisions.

6. Planning

Appl Number	Application	Update
Decisions		
15/02872	Conversion of bungalow to 2 storey – Harvest Fields	REFUSED
Current applications		
15/02563	Land adjacent Northfield Farm - Change of use to Gypsy Site	<ul style="list-style-type: none"> Village was leafleted. Over 90 Objections including PC request for this application to go to committee will be granted if the Officers recommend approval Heritage Officers report will be key
	Land at the Bottom of the Groaten – Enforcement Notice not enacted	Cllr Darby to chase this notice being enforced. Also to identify if the PC can take any action and recharge this to the landowners/Wychavon.

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7. New Homes Bonus

No new information. Meeting to be arranged with the ASC to spend the agreed funds available in line with the Village Poll – Cllr Beckett and Cllr McIntyre

8. Phone box door has been repaired but needs some adjustments. Bill for Materials £171.26, no charge for labour. Previous quote £500. Thanks given to Cllr Moore.

9. Finance

a) Budget

A proposal for the Budget was made at the Finance Committee meeting on the 5th January. It was agreed that the Precept be increased to £16K to be around £1000 ahead of where the precept would have been if it was not decreased 3 years ago. This allows current expenditure to include support ASC and Churchyard maintenance to continue, whilst rebuilding the retained monies to cover emergencies. A secondary Budget was also prepared in case a referendum is called and the increase voted against. This Budget is £11,220. These Budgets were approved unanimously.

b) Grant Awarding Policy

- The Policy for allocating and approving community grants was amended to include VFM requirement. We agreed to require value for money demonstrated by alternative quotes etc for the expenditure, and any explanations why the preferred supplier is chosen. We agreed that an annual meeting with the Village groups would take place to understand the grant request and ensure need and VFM. Meetings to be held in December each year
- The revised policy was agreed unanimously.

c) Cheques for payment approved (table below)

Date	Chq No	Payee	Reason	VAT	Amount incl VAT
		Beckford Group Magazine	Subscription		£ 133.00
		M English	Clerk's Salary		£ 413.71
		S Hague Farm & Gardens	Annual bill for mowing verges		£ 1610.00
		F Moore	Phone box repairs		£ 171.26
		M Cole (Lengthsman)	General work		£ 198.00
		OHL	Clerk's Expenses		£ 23.33

- Cllrs Cope & Hague need to ratify identity at the Bank – Clerk needs to provide Mandate to take along with their proof of identity.

d) Bank balance

Bank balance as at 21st December 2015 £8,965.81
Savings - £3,134.90

Total cash assets for the PC as at 21st December 2015 = £12,280.71

10. Clerk's report on Urgent Decisions since the last meeting.

- Councillors regretfully accepted Cllr Frank Moore's decision to resign, effective from this meeting. Remaining councillors congratulated Mr Moore on his loyalty and hard work over the past five years. Mr Moore assured the committee that he would continue to offer support in the future if required. The vacancy will be advertised in due course.

11. Councillors' reports and items for future agenda: Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

- Cllr Cope has noted that Paris road (the private section) is in a poor state of disrepair. Clerk to identify whether we can mandate or simply request repairs – postman, milkman etc struggling with the potholes.
- Back Lane (public road) is in a similar poor state of repair. Clerk to find out who has responsibility for the gullies which are blocked, adding to the issues.
- It was decided not to proceed with the purchase of wheelie bin stickers as they are no longer free (500 for £210).

12. Date of next meeting: Tuesday 8th March at 7pm. The meeting closed at 8.50pm

.....(Chair)

.....(Date)

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PUBLIC NOTES

Mr Finch queried progress on removal of caravan and general tidying up of Mr Nicklin's field at bottom of Groaten. It was revealed the caravan couldn't be currently moved because of the sodden state of the field. Dist Cllr Darby was asked why the enforcement order couldn't be enacted by Wychavon. Mr Finch queried why several apparently healthy trees had been felled by Mr Nicklin. See notes in Section 4 on Trees.

Mr Finch queried the Northfield planning application and was updated by Cllr Smith as to current situation. Dist Cllr Darby recommended Parish Cllr and a village rep attended any committee hearing as two people are permitted to talk for 3 mins each.

Mr Facer commented that defibrillator does not display local emergency phone numbers. Cllr Smith explained the procedure is to call 999 who will simultaneously trigger calls to trained villagers, local responders and an ambulance. This is the recommended practice.

Mr Facer suggested PC have powers to impose traffic calming measures such as speed bumps and 20mph speed limit in village. It was explained that only Highways Agency can do this, but that PC were working with Highways and aiming for series of measures to limit speeding vehicles.

Mr Facer informed the committee that there are always unavoidable Social Centre costs, e.g. maintenance and insurance over past 3 years have amounted to between £7.5 and 9k. He does not want to raise rents, e.g. guides, brownies. Mr Facer is in agreement to the precept being raised to enable support to the ASC.