

ASHTON UNDER HILL PARISH COUNCIL

Clerk to the Council: Andy Robinson

Tel: 01386 710205 Email: ashtonunderhill@yahoo.co.uk

MINUTES

**From the Parish Council Meeting held at 7pm on Tuesday 10th March 2020
in the Green Room, Ashton under Hill**

PRESENT - Cllr Hewitt (Chair), Cllr Rowley (Vice Chair), Cllr McIntyre, Cllr Wood, Cllr Cope, Clerk Andy Robinson.

1. WELCOME - The Chair welcomed Cllrs, there were no members of the public.

2. APOLOGIES FOR ABSENCE - Cllr Barker

3. DECLARATIONS OF INTEREST

- Register of Interests: Councillors are reminded of the need to update their register of interests, none
- To declare any Disclosable Pecuniary Interests in items on the agenda and their nature, none
- To declare any Other Disclosable Interests in items on the agenda and their nature.
- 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.
- 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. To note Cllr Cope to update DOI prior to next meeting **ACTION DC**

4. CLERK UPDATES - No updates of note from the Clerk.

5. MINUTES - It was resolved to approve the minutes from the previous Parish Council Meeting.

6. DISTRICT AND COUNTY COUNCILLORS REPORTS - No reports.

7. PROGRESS REPORTS:

(a) Social Centre

- It was reported by Cllr Cope that the Cricket club has had issues with the roof leaking. Cllr Cope was unaware of how much had been raised by the Soap Box Race but will endeavour to find out and report back at the next meeting. **ACTION DC**.
- Cllr McIntyre raised an issue that the hall floor had been particularly dirty following a previous event, Cllr Cope agreed to speak to the School about the possibility of increasing the number of cleans per week. **ACTION DC**.

(b) Bredon Hill Conservation Group - Nothing to report.

(c) PACT

- Cllr Rowley stated that she was continuing to post items out on Facebook. Cllr Rowley also stated she would make enquiries with the Safer Neighbourhood Team to try and establish a regular Crime Update prior to each Parish Council Meeting **ACTION KR**.

(d) Lengthsman

- Cllr Hewitt explained the lengths man had completed his usual work around the Village during the past few months and that a number of blocked drains had been reported.
- Lengths man will be tasked to clear culverts at the bottom of The Groaten near Station House - **ACTION SH**.

(e) VAS

- It was reported by Cllr Hewitt that the new speed sign required a new mounting pole, this is required to be 4m in height. Highways were going to conduct a site survey, this has not yet been done. Cllr Hewitt agreed to chase. **ACTION SH**.

(f) Flooding

- The water outside the chapel is still causing an issue, it was reported by Cllr Cope that this was worsened by sewer water escaping from a leak on Hillside, this was reported to be caused by residents putting fat down domestic drains. It was agreed to put a reminder to residents in the next newsletter. **ACTION KR**.
- The Potholes on Beckford Road were reportedly getting worse, thick muddy water was also reported to be leaking onto the pavement opposite Station House. Cllr Hewitt will Report. **ACTION SH**.
- It was agreed to ask landowners to clear ditches on the border of their land - The Groaten and Back Lane following the flooding. **ACTION SH**.
- To report sewer leakage to Severn Trent in front of Crimond on The Groaten. **ACTION SH**.

(g) Highways and Byways

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- It was reported by Cllr Rowley that there is only 1 notable upcoming roadworks in the Village and that is a road closure during the Easter Holidays on Elmley Road.
- Cllr Cope reported that parking outside School was still causing congestion, especially to the buses which then block the road. Cllr Rowley will speak to the School in a request to remind parents to be mindful where they park. **ACTION KR.**
- Planned changes to the A46 in front of Long Carrant entrance have been postponed. Cllr Hewitt will chase Keir and Highways for updated timescales and remind them of the priority for safety. **ACTION SH.**

(h) **Trees** - Nothing to report.

(i) **Communication** - Nothing to report.

(j) **Neighbourhood Plan** - Cllr Barker absent, nothing to report.

(k) **Broadband gaps** - Nothing to report.

(l) **Footpaths** - Nothing to report.

(m) **Telephone Box Use**

- Cllr Rowley reported that she has obtained one quote for shelving to be installed inside the telephone box for the possible of use of a book swap / borrow system. Cllr Rowley is continuing attempts to obtain further quotes. It was also noted that enquiries were to be actioned with Evesham Book Festival to establish if any Grants were available. **ACTION KR.**

(n) **Speeding Signs**

- Cllr Rowley reported and displayed several speed signs that had been completed by Pupils of the School. Cllr Rowley stated she was in the process of obtaining quotes for the production of the signs from these designs. **ACTION KR.**

8. PLANNING APPLICATION NOTIFICATIONS AND DECISIONS

20/00305/OUT	Land Off Elmley Road Ashton Under Hill	Variation of condition 9 of planning permission 16/02188/OUT	Approved with comments
19/02689/ADV	The Pig Barn, The Groaten	Identification sign for existing business.	Approved
20/00017/HP	18 Willow Close, Ashton Under Hill	Proposed exterior boiler	Approved
19/02494/ADV	Ashton House Business Centre, Ashton Under Hill	Installation of totem advertisement to site frontage.	Object
20/00348/LB	Hill Cottage, Cottons Lane, Ashton Under Hill	Retrospective conversion of dressing room to bathroom.	Approved

9. FINANCES / BUDGET FORECAST

Bank balances as at **29th February 2020:**

Current account - £ 14,702.21
Savings account - £ 5,000.00

Receipts

Jan / Feb

Ref	Payee	Description	Net	VAT	Total
1	WCC - LM (Jan 20)	Lengthsman - Jan	£ 168.00		£ 168.00
	TOTALS		£ 168.00	£ -	£ 168.00

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Payment Schedule

Ref	Payee	Description	Net	VAT	Total
1	B Arrowsmith	Lengthsman - Jan	£ 168.00		£ 168.00
	TOTALS		£ 168.00	£ -	£ 168.00

- (I) Cllr Hewitt proposed to approve the financial statements, Cllr McIntyre seconded and all voted in favour.
- (II) Cllr Hewitt proposed to make monthly standing order payment to the Clerk for salary following set up months. Cllr McIntyre seconded and all voted in favour.
- (III) Cllr Hewitt proposed to make monthly standing order payment of £7.22 to the Clerk for a contribution towards expenses incurred from working from home (electricity / heating oil / internet & telephone). Cllr McIntyre seconded and all voted in favour.
- (IV) Cllr Hewitt proposed to fund half of the Clerks SLCC membership of £136.00 (already paid by Elmley Castle Parish Council who have agreed to share Clerks costs). Cllr McIntyre seconded and all voted in favour.
- (V) Cllr Hewitt proposed to fund half the Clerks ILCAS course fees (again shared with Elmley Castle Parish Council) of £99.00 + VAT. Cllr McIntyre seconded and all voted in favour.
- (VI) Cllr Hewitt proposed to pay Clerk set up wages for January £258.96 and February £237.38 (before tax). Cllr McIntyre seconded and all voted in favour. This equates to a payment of £397.14
- (VII) Cllr Hewitt proposed to pay £17.14 to the Clerk for office expenses incurred in Jan / Feb, Cllr McIntyre seconded and all voted in favour.
- (VIII) Cllr Hewitt proposed to pay expenses to Cllr Rowley of £93.39. Cllr Rowley declared an interest and did not vote. Cllr McIntyre seconded and all remaining Cllrs voted in favour.
- (IX) Cllr Hewitt proposed to adopt new method of claiming expenses as circulated to all Cllrs prior to the meeting. Cllr McIntyre seconded and all voted in favour.

9. CODE OF CONDUCT

- (I) Cllr Hewitt proposed an amendment to the proposal to adopt the revised Code of Conduct as circulated to all Cllrs prior to the meeting and to give Cllrs until Tuesday 17th March 2020 to contact the Clerk with any concerns otherwise the new code of conduct would be adopted. Cllr Rowley seconded and all voted in favour.

10. RISK ASSESSMENT

- (I) Cllr Hewitt proposed an amendment to the proposal to adopt the revised Risk Assessment as circulated to all Cllrs prior to the meeting and to give Cllrs until Tuesday 24th March 2020 to contact the Clerk with any concerns otherwise the new Risk Assessment would be adopted. Cllr Rowley seconded and all voted in favour.

11. URGENT DECISIONS

- (I) It was noted that it was approved between meetings (under the approved delegation scheme) to **not** renew the Lengthsman Risk Assessment. The Lengthsman is aware it is his own responsibility to compile his own RA.
- (II) It was also noted that it was approved between meetings for the Clerk to attend a Year End Training Course at a cost to the Council of £20.00.

12. NOTE, NO ITEM 12.

13. SWDP

- (I) It was noted that Cllr Rowley will be attending a meeting at the Guildhall on 31st March 2020.

14. AMENITY LAND

- (I) It was proposed by Cllr Hewitt to investigate the viability of purchasing local land for use in community projects. Cllr McIntyre seconded and all agreed.

15. CORRESPONDENCE

- (I) To note the attached appendix of items which have been circulated (or a list of items will be available at the meeting.) (a) Sand and gravel extraction enquiry correspondence.

16. DATE OF NEXT MEETING

- (I) Tuesday 12th May 2020. MEETING CLOSED AS 2040 HOURS