

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 remotely at 7pm on Tuesday 12th May 2020.

The meeting was conducted on video conference platform Zoom.

It was fully accessible to the Public and Press.

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

1. **WELCOME** - The Chair welcomed Cllrs, there were no members of the public.
2. **APOLOGIES FOR ABSENCE** - Cllr Cope (due to technical issues).
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.
4. **CLERK UPDATES:**
 - Updated Cllrs on progress of Internal Audit,
 - Explained Lengthsman duties (during CV-19) are limited to essential maintenance only as stipulated by WCC.
5. **MINUTES**
 - Cllr Hewitt proposed to accept the minutes from the previous meeting (10th March 20), Cllr Rowley seconded and all voted in favour. The Minutes will be duly signed following the CV-19 lockdown.
6. **DISTRICT AND COUNTY COUNCILLORS REPORTS:**

DISTRICT COUNCILLOR ADRIAN DARBY

 - Written report available from the Clerk on request.

COUNTY COUNCILLOR ADRIAN HARDMAN

 - Updates on the impact of CV-19 within the County. Cllr Hardman reported there were currently under 50 Worcester acute cases with 4 persons in Intensive Care.
 - Seeing significant reduction in care homes affected - down approximately 30%.
 - It was advised that the re-starting of Highways including surface dressing was going ahead.
 - It was reported that refuse recycling centres had now also re-opened following closure.
7. **PROGRESS REPORTS:**

Deferred until later in the meeting.
8. **PLANNING:**
 - It was noted that the individual advertisements at Ashton Business Centre had not yet been removed. It was agreed if it was still in place by 15th June then Clerk will chase with the enforcement team.
 - The following planning applications were noted:

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20/00348/LB	Hill Cottage, Cottons Lane, Ashton Under Hill	Retrospective conversion of dressing room to bathroom	No objections submitted
19/02494/ADV	Ashton House Business Centre, Ashton Under Hill	Installation of totem advertisement to site frontage	Objection submitted
20/00737/CLE	Northfield Farm Camping Site Ashton Under Hill	Application for a Lawful Development Certified for Existing use of land as unrestricted caravan site	No objections submitted
20/00775/HP	Ding Cottage, Elmley Road, Ashton Under Hill	Erection of a single storey Pergola in back garden	No objections submitted

7. PROGRESS REPORTS:

(a) **Social Centre** - Cllr Cope absent, nothing of note to report from others.

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

(c) **PACT** - Nothing to report.

(d) **Lengthsman** - Discussed in Clerk updates.

(e) **VAS**

- Awaiting highways to fit new pole. Battery cannot be changed due to restrictions on duties of the lengthsman during CV-19 lockdown.

(f) **Flooding**

- Cllr Hewitt reported the drain close to Chandlers End was leaking again causing a foul smell. She explained it had been reported to both ST and Highways who have both previously been out to leaks at this location. ST have again been out this time and thoroughly checked all drains under their management, all are reported to be running correctly. It was stated that the inspection point in the verge that's leaking is actually Highways and not one belonging to ST. When ST removed the cover they could see it was blocked with mud. The issue has now been further reported to Highways.
- The Groaten is also suffering with a water leak, it was reported that Cotswold Drainage had been out and assessed but it was again a Highways issue and now awaiting their action.

(g) **Highways and Byways** - Nothing to report.

(h) **Trees**

- Cllr McIntyre reported there were a couple of Birch Trees that needed re-staking but everything else was in order.

(i) **Communication**

- Cllr Rowley reported she was sending out regular updates on Social Media regarding CV-19 and the Parish Council Website had also been updated with CV-19 information.

(j) **Neighbourhood Plan** - Nothing to report.

(k) **Broadband gaps**

- Cllr McIntyre explained she had been continuing the research into improving the Broadband within the Village & researching FTTP (Fibre to the property). She reported a preliminary feasibility assessment of Cornfield Way was underway. It was discussed if the Parish Council would be in a position to underwrite any agreements made. It was concluded that further research was required and the Clerk would investigate the legalities of such a venture and report back. **ACTION CLERK.**

(l) **Footpaths**

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- Cllr McIntyre explained Leo and Paul were taking over the reporting of footpaths from John who was retiring. They would need some extra equipment as John previously used his own. It hadn't yet been decided what they would require but will keep the PC updated.

(m) Telephone Box Use

- Cllr Rowley reported that the Quotes for furnishing had not progressed during the CV-19 outbreak but she hoped to progress this over the coming weeks.

(n) Speeding Signs

- Still awaiting quotes - impacted by CV-19.

9. FINANCE:

- Cllr Hewitt proposed to pay invoice of £572.16 (incl VAT) to NALC & CALC for Service Charge and Affiliation fee. Cllr Barker seconded the proposal and all voted in favour.
- Cllr Hewitt proposed to pay Clerks Salary for Mar & Apr (net £492.03). It was noted extra hours were required in Mar to organise Audit. Future payments will now be standard contracted hours and by Standing Order (as agreed in Mar meeting). Cllr McIntyre seconded the proposal and all voted in favour.
- Cllr Hewitt proposed to pay invoice of £267.40 to Webbees for Web hosting and construction of additional CV-19 pages. Cllr Barker seconded, all voted in favour.
- Cllr Hewitt proposed to approve the below Receipts and Payments, Cllr Wood seconded, all voted in favour.

Bank balances as at 30th April 2020

Current account balance	-	£23,158.30
Savings account balance	-	£5,004.22

Receipts

Mar / Apr 20

Ref	Payee	Description	Date	Total
1	WCC	Lengthsman - Feb 20	31/03/20	£180.00
2	Interest	Bank Interest	31/03/20	£4.22
3	WDC	Precept	30/04/20	£9501.00
	TOTALS			£9685.22

Payments

Mar / Apr 20

Ref	Payee	Description	Date	Amount
1	K Rowley	Expenses	13/03/20	£93.39
2	B Arrowsmith	Lengthsman (Feb 20)	13/03/20	£180.00
3	Elmley Castle PC	Half SLCC Membership	13/03/20	£68.00
4	A Robinson	Clerk Stationary	13/03/20	£17.14
5	A Robinson	Clerk Salary (Jan / Feb)	13/03/20	£397.14
6	A Robinson	Clerk Home Office	13/03/20	£14.44
7	Unity Bank	Bank Service Charge	31/3/20	£18.00
8	B Arrowsmith	Lengthsman (Mar 20)	22/04/20	£180.00
9	Ashton Social Centre	Meeting Hall Hire 2019	22/04/20	£144.00
10	HMRC	Clerk PAYE	27/04/20	£112.80

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10. PARISH COUNCIL INSURANCE:

- (I) Cllr Hewitt proposed to renew PC Insurance with Zurich for £383.41. It was noted last years renewal was £380.78. Cllr McIntyre seconded and all voted in favour.

11. PURCHASE OF LAPTOP COMPUTER:

- (I) Cllr Hewitt proposed to spend up to £400.00 from PC reserves to purchase a Laptop computer for use by the Clerk for PC business. This will be shared with the Clerks other Parish Council (Elmley Castle, Bricklehampton and Netherton) and therefore sharing the purchase price equally. Agreement of ownership will be drawn up prior to purchase. Cllr Rowley seconded the proposal and all voted in favour.

12. URGENT DECISIONS (APPROVED DELEGATION SCHEME):

- (I) It was noted that it was approved by the Clerk in consultation with the Chair that the PC apply for a Grant from the PCC (Police & Crime Commissioner) for the Purchase of PPE for use by volunteers in the community helping those effected by CV-19. £554.80 was applied for and granted.

13. ANNUAL COMMUNITY SKIP:

- (I) Cllr McIntyre proposed to allocate up to £400.00 from PC funds to an annual Community Skip. Initially this would come out of PC reserves. Cllr Wood explained he had had experience of a similar project in another area which led to problems. Cllr McIntyre proposed an amendment to the Proposal that the project would only go ahead if it had the necessary insurance cover, which the Clerk would investigate. Cllr Hewitt seconded the proposal. 4 Cllrs voted in favour and 1 against.

14. BONFIRES:

- (I) Following complaints from some residents, Cllr Hewitt proposed the Parish Council issue a reminder via noticeboard, Facebook and website to be more considerate when lighting bonfires, in line with Wychavon and national guidelines. Cllr Wood seconded the motion and all voted in favour.

15. CORRESPONDENCE:

- (I) Cllr Hewitt made all aware of correspondence from a Parishioner stating that Horsetail weed was getting out of control around the Churchyard during the CV-19 lockdown. As part of the same letter, thanks was passed to the Parish Council and Volunteers for all they were doing during the CV-19 pandemic.

16. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:

- (I) It was reported that the footpath at the rear of Rails End has been recently closed, it was agreed this would be investigated and reported back to the Council - **ACTION NM**.

MEETING CLOSED AT 2057 HOURS