

# ASHTON UNDER HILL PARISH COUNCIL

## AGENDA: REMOTE MEETING

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Clerk to the Council: Andy Robinson  
Email. [AshtonunderHill@yahoo.co.uk](mailto:AshtonunderHill@yahoo.co.uk)

### To Members of Ashton under Hill Parish Council

You are duly summoned/required to attend the Parish Council Meeting of Ashton under Hill

Parish Council to be held on:

**Tuesday 14<sup>th</sup> July 2020 at 7.00pm**

Due to the Coronavirus pandemic regulations came into force on 4th April 2020 to allow Parish Councils to hold remote meetings.

Under the same regulations the requirement to hold an Annual Parish Meeting has been removed.

Therefore this meeting is being conducted virtually via Video conference platform 'Zoom'.

The Press and members of the Public are invited to join and it is fully accessible to all.

Please follow the link below:

<https://us02web.zoom.us/j/5799333148>

Meeting ID: 579 933 3148

### 1. WELCOME, PRESENT AND APOLOGIES FOR ABSENCE

### 2. DECLARATIONS OF INTEREST:

- (A) 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.
- (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 4 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.
- (F) Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

### 3. THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTION TIME:

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. CLERK UPDATES

### 5. APPROVAL OF MINUTES:

- (I) For the Parish Council meeting 12th May 2020.

### 6. DISTRICT AND COUNTY COUNCILLORS REPORTS:

- (I) For information items raised for decision will appear on the Agenda for the next meeting.

### 7. PROGRESS REPORTS (Given verbally by Councillors):

- (A) Social Centre - Cllr Cope.
- (B) Bredon Hill Conservation Group - Cllr Wood.
- (C) PACT - Cllr Rowley.
- (D) Lengthsman - Cllr Hewitt.
- (E) Vehicle Activated Sign - Cllr Hewitt.
- (F) Flooding - Cllr Hewitt.
- (G) Highways & Byways - Cllr Hewitt.
- (H) Trees in the Parish - Cllr McIntyre.
- (I) Communication - Cllr Rowley.
- (J) Neighbourhood plan - Cllr Barker.
- (K) Broadband gaps - Cllr Barker.
- (L) Footpaths (to include any further updates regarding Rails End from May meeting) - Cllr McIntyre.
- (M) Telephone box use - Cllr Rowley.
- (N) Speeding signs - Cllr Rowley.

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### 8. PLANNING APPLICATION NOTIFICATIONS:

|                              |                                  |  |                                     |
|------------------------------|----------------------------------|--|-------------------------------------|
| <a href="#">20/00602/HP</a>  | Ashler, Cottons Lane             | Installation of Ground floor bathroom extension, dormer for first floor bathroom. New front door and minor internal alterations. | No objections submitted<br>20/04/20 |
| <a href="#">20/00737/CLE</a> | Northfield Farm Camping Site     | Application for a Lawful Development Certified for Existing use of land as unrestricted caravan site                             | No objections submitted<br>11/5/20  |
| <a href="#">20/00775/HP</a>  | Ding Cottage, Elmley Road        | Erection of a single storey Pergola in back garden   | No objections submitted<br>12/6/20  |
| <a href="#">20/00849/FUL</a> | Mitha Dara, Cheltenham Road      | Erection of new bungalow to replace the approved residential conversion under application reference 19/02578/FUL                 | No objections submitted<br>5/6/20   |
| <a href="#">20/01156/HP</a>  | Enfield Cottage, Cheltenham Road | Proposed outbuilding to provide private workshop   | No objections submitted<br>22/06/20 |

- (I) Applications listed above  
 (II) Update from previous meeting – the individual advertisements at Ashton Business Centre have now been removed.  
 (III) Piper Homes – update on the Planning Variation to be given by Cllr Rowley.

### 9. FINANCE:

- (I) Proposal to Pay expenses of **£792.03** (inc VAT) to Cllr Hewitt for the purchase of Covid-19 PPE. The Parish Council have already received a grant of £792.03 from the West Mercia PCC to cover this cost. Cllr Rowley.  
 (II) Proposal to approve the below Receipts and Payments: Cllr Hewitt.

Bank balances as at 30th June 2020

Current account balance - £21,201.62  
 Savings account balance - £5,009.21

#### **Receipts May / June 2020**

| Ref | Payee              | Description         | Date     | Total   |
|-----|--------------------|---------------------|----------|---------|
| 1   | West Mercia Police | CV-19 PPE Grant PCC | 21/05/20 | £554.80 |
| 2   | WCC                | Lengthsman March    | 22/05/20 | £73.78  |
| 3   | West Mercia Police | CV-19 PPE Grant PCC | 20/06/20 | £792.03 |
| 4   | Interest           | Bank Interest       | 30/06/20 | £4.99   |

#### **Payments May / June 2020**

| Ref | Payee            | Description             | Date     | Amount (£) |
|-----|------------------|-------------------------|----------|------------|
| 1   | Webbees          | Webhosting CV19 changes | 14/05/20 | 267.40     |
| 2   | A Robinson       | Home Office             | 14/05/20 | 14.44      |
| 3   | A Robinson       | Clerk Salary Mar/Apr    | 14/05/20 | 492.03     |
| 4   | Worcs CALC       | Service Charge          | 14/05/20 | 572.16     |
| 5   | Zurich Insurance | Insurance Premium       | 22/05/20 | 383.41     |

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|    |                   |                       |          |        |
|----|-------------------|-----------------------|----------|--------|
| 6  | Cllr Sarah Hewitt | Stationery CV19       | 26/05/20 | 51.54  |
| 7  | A Robinson        | Clerk Stationery      | 26/05/20 | 15.88  |
| 8  | A Robinson        | Parish Council Laptop | 29/05/20 | 328.11 |
| 9  | A Robinson        | Home Office           | 01/06/20 | 7.22   |
| 10 | A Robinson        | Clerk Salary May      | 01/06/20 | 187.18 |
| 11 | S Hewitt          | CV-19 PPE             | 08/06/20 | 639.52 |
| 12 | B Arrowsmith      | Lengthsman May 20     | 10/06/20 | 156.00 |
| 13 | B Arrowsmith      | Lengthsman weedkiller | 10/06/20 | 50.00  |
| 14 | A Robinson        | Home Office           | 30/06/20 | 7.22   |
| 15 | A Robinson        | Clerk Salary June 20  | 30/06/20 | 187.18 |
| 16 | Unity Bank        | Bank Charges          | 30/06/20 | 18.00  |

### 10. BANK SIGNATORY:

- (I) Proposal to add third Signatory to the Parish Council Bank Account. Cllr Hewitt.

### 11. WEBSITE:

- (I) Proposal to spend up to £600.00 with Webbees to update website to make it accessible to all. These are new regulations that come into effect in September 2020. Cllr Rowley.

### 12. AUDIT 2019-2020:

- (I) Proposal to note and accept the Internal Auditors report as circulated to all Cllrs. Cllr Hewitt.  
 (II) Proposal to approve certificate of exemption (page 3 of the AGAR) as circulated to all Cllrs. Cllr Hewitt.  
 (III) Proposal to approve Section 1, Annual Governance Statement (page 5 of the AGAR) as circulated to all Cllrs. Cllr Hewitt.  
 (IV) Proposal to approve Section 2 Annual Governance Statement (page 6 of the AGAR) as circulated to all Cllrs. Cllr Hewitt.  
 (V) Proposal to approve the Year End Accounts for 2019-2020 as circulated to all Cllrs. Cllr Hewitt.

### 13. URGENT DECISIONS (APPROVED DELEGATION SCHEME):

- (I) It was formally approved by the Clerk in consultation with the Chair to apply for a Grant offered by the West Mercia Police and Crime Commissioner for the purchase of Personal Protective Equipment for use by volunteers in the community helping those affected by Covid-19. £792.03 was applied for and granted.

### 14. CORRESPONDENCE:

- (I) Correspondence received from a Parishioner re. problems with an unmarked electric fence close to a public right of way.

### 15. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:

- (I) Councillors may use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future Agendas. Please note, no formal decisions can be made on anything within this section.

### 16. DATE OF NEXT MEETING: Tuesday 8th September 2020.