

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 14th July 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 Wood, Cllr Barker, Cllr Cope, Cllr Hardman, Cllr Darby, Andy Robinson (Clerk).

1. **WELCOME AND APOLOGIES FOR ABSENCE** – The Chair welcomed all Cllrs, there were no members of the public. Apologies from Cllr McIntyre.
 2. **DECLARATIONS OF INTEREST**
 - Register of interests: Councillors are reminded of the need to update their register of interests.
 - To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.
 - To declare any other Disclosable Interests in items on the Agenda and their nature.
 - Written requests for the council to grant a dispensation (s.33 of the Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.
 - Councillors who have disclosed a Disclosable Pecuniary Interest, or any 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. **PUBLIC QUESTION TIME** – there were no members of the public present.
 4. **DISTRICT AND COUNTY COUNCILLORS REPORTS (MOVED FROM ITEM 6 ON THE AGENDA):**
 - District Councillor Adrian Darby:
 - A written report is available from the Clerk on request.
 - £500 available funding is being held back for possible psychological counselling for pupils affected by the CV-19 pandemic.
 - A request to remove a tree from Holloway House has been submitted to the Tree Officer at Wychavon District Council – it was agreed that the Parish Council would write to Sally Griffiths to establish if the Parish Council are able to have an input into planning matters that effect trees within the conservation area.
 - A request to reduce the Ash trees by 20% at the Primary School has also been submitted.
 - County Councillor Adrian Hardman:
 - A written report is available from the Clerk on request.
 - Updates on CV-19 within the County.
 - Cllr Hardman encourages all to use Public Transport during the pandemic.
- *CLLRS HARDMAN AND DARBY LEFT THE MEETING*.**
5. **APPROVAL OF MINUTES** – For the Parish Council meeting 12th May 2020. Proposed by Cllr Barker, seconded by Cllr Rowley, all voted in favour.
 6. **CLERK UPDATES (ITEM MOVED FROM ITEM 4 ON AGENDA)** – The clerk reported that the Lengthsman had not been working over the last week or so due to a period of sickness.
 7. **PROGRESS REPORTS:**
 - A. **Social Centre** – Cllr Cope reported that the Village Hall was losing revenue due to the CV-19 pandemic. The criminal damage at the Cricket Pavilion was reported to the Council, Cllr Cope reported that the damage had now ben repaired.
 - B. **Bredon Hill Conservation Group** – Cllr Wood reported that it has been very quiet with nothing of note to report.
 - C. **PACT** – Cllr Rowley. Nothing of note to report.
 - D. **Lengthsman** – It was reported that the excess growth around the 30mph signs are required to be cut back, especially the sign opposite Hillside. The Clerk will pass this on to the Lengthsman. **ACTION CLERK**
 - E. **VAS** – Vehicle Activated Sign – Cllr Hewitt reported that the re-sighting of the pole on The Groaten was unlikely to be completed in the near future due to the pandemic affecting Highways work capability.
 - F. **Flooding** – Cllr Hewitt reported the strong smell of sewage on Cottons Lane is still an issue. Highways have now claimed the pipes as theirs, stating it is a surface water drain that is being contaminated with foul water. Highways have extracted a large fat ball but the problem continues. Highways are continuing to work on the problem.
 - G. **Highways & Byways** – Cllr Hewitt reported that the pavement repair opposite the Primary School that is due to be completed at the end of July may be pushed back to mid August as CV-19 is effecting the Highways teams capability.
 - H. **Trees** – Cllr McIntyre was not present to give an update.
 - I. **Communication** – Cllr Rowley continues to post all relevant updates on Social Media.
 - J. **Neighbourhood Plan** – Nothing to report.
 - K. **Broadband gaps** – Cllr McIntyre was not present to give a verbal update. Cllr Hewitt did refer to an email update from Cllr McIntyre. Cllr McIntyre reported that she continues to work with WCC to get all properties on the register for potential fibre broadband. Quotes have now been received from Openreach at £130K, for the rest of the village including Paris, Shaw Green and Northfield Farm. A pledging website has been requested so that it can be shared across the community for people to register their voucher so we can move to the next stage. It was also stated that Sandfield Lane and the main Cheltenham Road are about to go live.

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- L. Footpaths** – Cllr McIntyre was not present to give an update. Cllr Hewitt again referred to an email update from Cllr McIntyre with updates regarding the footpaths. It was agreed that the Council would write to John Kenrick who is stepping down as the footpath liaison to thank him for all his excellent work and wish him well for the future. **ACTION CLERK**
- M. Telephone box** – Cllr Rowley reported that she was still awaiting a further quote for shelving to be fitted. It was also reported that book clubs in the area will be approached to support keeping the contents of the box in order.

8. WEBSITE (ITEM MOVED FROM ITEM 11 ON THE AGENDA). Cllr Hewitt proposed to spend up to £600.00 with Webbees to update the Parish Council Website to make it accessible to all. These are the new regulations that come into effect in September 2020. Cllr Barker seconded the motion and all voted in favour.

9. AUDIT 2019-2020 (ITEM MOVED FROM ITEM 12 ON AGENDA).

- Cllr Hewitt proposed to note and accept the Internal Auditors report, Cllr Wood seconded and all voted in favour.
- Cllr Hewitt proposed to approve the Certificate of Exemption (page 3 of the AGAR), Cllr Rowley seconded and all voted in favour.

Cllr Cope left the meeting due to technical difficulties

- Cllr Hewitt proposed to approve Section 1, Annual Governance Statement (page 5 of the AGAR), Cllr Barker seconded and all voted in favour.
- Cllr Hewitt proposed to approve Section 2, Annual Governance Statement (page 6 of the AGAR), Cllr Barker seconded and all voted in favour.
- Cllr Hewitt proposed to approve the Year End Accounts for 2019-2020, Cllr Barker seconded and all voted in favour.

PROGRESS REPORTS CONT'D

N. Speeding signs – Cllr Hewitt proposed to spend up to £340.00 on the manufacture of speeding posters, designed by the School children. Proposal seconded by Cllr Barker, all voted in favour.

10. PLANNING APPLICATION NOTIFICATIONS (ITEM MOVED FROM ITEM 8 ON THE AGENDA):

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

- Applications listed above were all noted.
- It was noted that the individual advertisements at Ashton Business Centre had now been removed.
- Cllr Rowley explained she had researched the Planning Variation in relation Piper Homes (the replanting on development frontage). Cllr Rowley explained she has received correspondence from Gavin Greenbrow and studied the associated documentation. The Council was advised that they do seem to be following the plan and not introducing anything new. Cllr Rowley advised other members of the Council read the documentation for their own benefit.

11. FINANCE (MOVED FROM ITEM 9 ON AGENDA)

- Cllr Rowley proposed to pay expenses of £792.03 to Cllr Hewitt for CV-19 PPE. Cllr Barker seconded and all voted in favour.
- Cllr Hewitt proposed to approve the below Receipts and Payments. Cllr Rowley seconded and all voted in favour.

Bank balances as at 30th June 2020

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

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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
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

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

12. BANK SIGNATORY (MOVED FROM ITEM 10 ON THE AGENDA).

Cllr Hewitt proposed to add Cllr Wood as a third signatory to the Parish Council Bank Account, Cllr Rowley seconded and all voted in favor.

13. URGENT DECISIONS (APPROVED DELEGATION SCHEME)

It was noted that 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 PPE for use by volunteers in the community helping those affected by CV-19. £792.03 was applied for and granted.

14. CORRESPONDENCE

It was noted that correspondence had been received by the Clerk from a Parishioner regarding problems with an unmarked electric fence that was situated close to a public footpath. It was also noted that the landowner had been contacted and would be taking steps to display signage.

15. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDAS

There was nothing further to note.

16. DATE OF NEXT MEETING

- Tuesday 8th September 2020.

2042 hours meeting concluded.