

ASHTON UNDER HILL PARISH COUNCIL

Clerk to the Council: Andy Robinson
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MINUTES

From the Parish Council meeting held remotely at 7pm on Tuesday 9th March 2021.
The meeting was conducted on video conference platform Zoom.
It was fully accessible to the public and press.

Present – Cllr Rowley (Chair), Cllr McIntyre (Vice Chair), Cllr Wood, Cllr Barker, Cllr Rose, Cllr Akers, County Cllr Hardman, District Cllr Darby, Andy Robinson (Clerk). No members of the public.

1. **WELCOME AND APOLOGIES FOR ABSENCE** – The Chair welcomed all Cllrs. Apologies from Cllr Cope.

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.
- 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 (s.33 of the Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.
- E. 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.
- F. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. **PUBLIC QUESTION TIME** – No public present.

4. **CLERKS UPDATES & URGENT DECISIONS:**

- (I) Successful NHB application reported to Council.
- (II) The Council were informed that it had been decided by the Clerk and the Chair between meetings to assist Elmley Castle Parish Council by providing them with approximately 1/6th tonne of Highway salt from the Parish Council reserves. This was arranged by the Lengthsman and Elmley Castle Parish Council have been invoiced £20.00.

5. **APPROVAL OF MINUTES:**

- (I) Cllr Rowley proposed to accept the Minutes from the Parish Council meeting of 12th January 2021. Cllr Rose seconded and all voted in favour.

6. **DISTRICT COUNCILLOR REPORT:**

- A written report is available from the Clerk on request.
- SWDP Review Preferred Option Further Regulation 18 (iii) Sustainability Appraisal Consultation which assesses the sustainability of all the sites put forward at the preferred options stage. Cllr Darby pointed out to the Council that the Consultation period for Town and Parish Councils has begun and they are invited to comment on it should they wish to.

COUNTY COUNCILLOR REPORT:

- A written report is available from the Clerk on request.
- Covid-19 figures continue to decline across the County.
- County Council set it's Budget in the middle of February with a 2.5% rise in Council Tax.

14. **(ITEM BROUGHT FORWARD) GORSE HILL TREES:**

It was resolved that trees would not be removed at this stage but **the Clerk** would instruct the Lengthsman to clear fallen leaves periodically and to keep the area maintained to improve safety.

CLLR DARBY & CLLR HARDMAN LEFT THE MEETING

7. **PROGRESS REPORTS:**

- A. **Social Centre** – Cllr Cope absent, nothing to report from other Cllrs.
- B. **Bredon Hill Conservation Group** – Cllr Wood reported there was a meeting on 20th January 2021 but the minutes had not yet been published.
- C. **FACT** – Cllr Wood. Nothing to report.
- D. **Lengthsman** – Cllr Barker. Nothing to report.
- E. **VAS** (Vehicle Activated Sign) – Cllr Akers. New batteries arrived. Awaiting WCC to install new post for VAS. Site visit already conducted but the work is now in a queue to be completed by County.
- F. **Flooding** – Cllr Akers.
- G. **Highways & Byways** – Cllr Akers. Nothing of note to report.
- H. **Trees** – Cllr McIntyre. Quotes for the program of tree lopping would be required towards the end of the 21-22 financial year.
- I. **Communication** – Cllr Rowley. Social media posts continue, nothing of note to report.
- J. **Broadband** – Cllr McIntyre. Work by various contractors continue towards the installation of FTTP.
- K. **Footpaths** – Cllr McIntyre. A footpath marker has been installed by the County Council between Gorse Hill and the top of Chandlers End. Cllr McIntyre reported that she had received complaints and was in conversation with County about having the sign removed as it's felt it's unnecessary.
- L. **Speeding sign** – Cllr Rowley. Nothing of note to report.
- M. **Planning Applications** – Cllr Rose. Item 8 below.

8. **PLANNING APPLICATION NOTIFICATIONS** (Cllr Rose):

20/02134/HP	Yew Tree House, Elmley Road.	Erection of a part two storey, part single storey extension to southern	PC - no objections 28/1/21 Delegated Authority.
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		elevation and the demolition and replacement of a carport and store.	
21/00050/HP	The Maples, Elmley Road.	New dormer windows. New tiles roof and green roof. External cladding and render finishes. New windows.	PC - no objections 16/2/21. Delegated Authority.
21/00061/FUL	St Barbaras Church, Elmley Road	Installation of water pipe, trench arch foul drainage system and extract vent grille in door glazing.	PC – no objections 17/2/21. Delegated Authority.
21/00191/HP 21/00192/LB	Ashton Wood House, Cottons Lane	Single storey extension following demolition of conservatory/dining room, minor internal alterations. Rear parking area and associated landscaping.	Decision pending. Due 19 th March.
20/02569/LB 20/02568/HP	Old Well House, Cottons Lane	Replacement porch, detached garage and glasshouse. Alterations to site access. Internal alterations and associated works.	Decision pending. Due 22 nd March.

9. FINANCE:

(I) Cllr Rowley proposed to approve the below Receipts and Payments, Cllr Rose seconded and all voted in favour.

Bank balances as at 28th February 2021

Current account balance - **£12,223.74**

Savings account balance - **£15,009.21**

Payments Jan / Feb 2021

Ref	Payee	Description	Date	Amount (£)
1	Goodmusic	Ashton News Christmas 20	13/01/21	37.10
2	PATA	Payroll	18/01/21	23.25
3	Gardens by Jenny	Trees	18/01/21	515.00
4	WCC	Highway Salt	18/01/21	124.72
5	CALC	Cllr Training	18/01/21	30.00
6	WDC	Annual Waste Bin Emptying	18/01/21	90.97
7	A Robinson	Salary Correction	18/01/21	32.01
8	HMRC	6/10/20 - 05/01/21	18/01/21	184.00
9	B Arrowsmith	Lengthsman Dec 20	22/01/21	168.00
10	A Robinson	Clerk Home Office	01/02/21	7.22
11	A Robinson	Clerk Salary	01/02/21	287.90
12	Westcotec	VAS Batteries	15/02/21	201.00
13	B Arrowsmith	Lengthsman Jan 21	16/02/21	174.00
14	Worcs CALC	Arnold Baker Text-book *		65.56

Receipts Jan / Feb 2021

Ref	Payee	Description	Date	Total (£)
1	WCC	Lengthsman Oct 20	23/02/21	162.00
2	WCC	Lengthsman Nov 20	24/02/21	156.00

*Overspend of £3.66 due to increase in expected postage.

10. INTERNAL AUDITOR:

Cllr Rowley proposed to appoint Zoe Kirby of Myriad Business Services to complete the 2020-2021 Internal Audit at an **anticipated approximate** cost of £120.00. Cllr Wood seconded and all voted in favour.

11. RISK ASSESSMENT:

Cllr Rowley proposed to renew the Parish Council Risk Assessment as circulated to all Cllrs prior to the meeting. Cllr Wood seconded and all voted in favour.

12. STANDING ORDERS:

Cllr Rowley proposed to adopt a new Model of Standing Orders from Worcestershire CALC. These Standing Orders have been circulated to all members prior to the meeting. Cllr Wood seconded and all voted in favour.

13. ASSET REGISTER:

Cllr Rowley proposed to accept the latest version of the Asset Register as circulated by the Clerk to all Cllrs prior to the meeting. Cllr Wood proposed to make an amendment to the motion to accept the Asset Register but to ensure that the old batteries (that had now been replaced) for the VAS are removed from the Register. Cllr Rose seconded and all voted in favour. **Clerk to ensure this is updated.**

14. GORSE HILL TREES – ITEM COVERED EARLIER IN MEETING.

15. GORSE HILL PARKING:

Cllr Akers explained there had been complaints regarding the parking on Gorse Hill. The issue seems to be lack of private driveways for the residents of Gorse Hill. Cllr Akers notified the Council that there is a number of private planning applications for driveways in the pipe line. The Council agreed they would generally encourage such applications but would have to consider each application in the usual manner.

16. WAR MEMORIAL REPAIRS:

Cllr McIntyre proposed to formally accept the quote from DCJ Building Services Ltd and to award them the contract of works to the War Memorial. It was explained that 3 quotes had been obtained as per the Financial Regulations and all quotes had been circulated to Cllrs and were available to the public on request from the Clerk. Cllr Rowley seconded the motion and all voted in favour.

17. CONTRIBUTION TOWARDS CHURCHYARD MAINTENANCE:

The Council were informed by Chair and the Clerk that there is conflicting advice regarding the use of precept paid in support of Churchyard Maintenance. There appears to be a legal argument stating Parish Councils may not contribute public funds to support churchyard maintenance / support of Church property. The Council were made aware that enquiries are continuing to establish if these payments can continue or if indeed they cannot for legal reasons.

18. ASHTON WOODS:

- (I) The Council were notified of a group of residents in the Village that are researching a DMMO application for Ashton Woods. The Council resolved that they would not be able to assist the group in the distribution of the information as they have received recent advice (from Worcestershire CALC) to remain impartial as no laws have been broken.
- (II) The Council discussed a recent Public Consultation of a Woodland Management Plan sent to the Parish Council for comment by Bronwin and Abbey Chartered Foresters and Surveyors. The Council agreed to respond with comments regarding the Learning Opportunity being marked as 'no' when members of the Council were under the impression that the owners had previously supported such learning.

19. CLERK TRAINING:

Cllr Rowley proposed to part fund CiLCA training for the Clerk. Cllr McIntyre seconded and all voted in favour.

20. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:

- (I) Cllr Wood. Long Carrant View junction with the A46.

21. CORRESPONDENCE (Data protected edited versions available from the Clerk on request):

- Letter of concern from a resident regarding a potentially dangerous wall outside Holloway Farm House. Occupants have agreed to have the wall checked and rectified if deemed necessary.
- Ashton Woods, Woodland Management Plan (Bronwin and Abbey Chartered Foresters and Surveyors). Item 18(ii).
- 2 x letters from a resident requesting the Council consider renewable energy projects within the Village – Council awaiting further information and evidence.

22. NEXT PARISH COUNCIL MEETING:

Amendment to previously advertised May Parish Council meeting and the Annual Parish Council meeting is now due to take place on May 4th 2021.

2110 hours meeting concluded.