

ASHTON UNDER HILL PARISH COUNCIL

Clerk to the Council: Andy Robinson
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MINUTES

From the Parish Council meeting held at 7pm on **Thursday 6th October 2022** at AUH Chapel Hall.

It was fully accessible to the public and press.

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

1. **WELCOME AND APOLOGIES FOR ABSENCE** – The Chair welcomed all present. Apologies from Cllr Cope.
2. **DECLARATIONS OF INTEREST REMINDERS.**
3. **PUBLIC QUESTION TIME** – No members of the public present.
4. **CLERK UPDATES & URGENT DECISIONS (DELEGATED AUTHORITY):**
 - (I) Delegated authority on items listed under Planning below.
5. **APPROVAL OF MINUTES:**
 - (I) Cllr Rowley proposed to approve the minutes from the Parish Council meeting of Tuesday 10th May 2022, Cllr Rose seconded and all voted in favour.
 - (II) Cllr Rowley proposed to approve the minutes from the Extra-Ordinary Parish Council meeting of Friday 23rd September 2022, Cllr Rose seconded. Cllr McIntyre and Cllr Barker abstained as not present at the EO meeting.
6. **COUNTY & DISTRICT COUNCILLOR'S REPORT (DELAYED TO LATER IN THE MEETING).**
7. **PROGRESS REPORTS:**
 - A. **Social Centre** – Cllr Cope, not present.
 - B. **Police** – Nothing to report.
 - C. **Lengthsman** – to be discussed later in meeting.
 - D. **Flooding** – Nothing to report.
 - E. **Highways & Byways** – Nothing to report.
 - F. **Trees** – Cllr McIntyre, nothing to report.
 - G. **Footpaths** – to be discussed later in meeting.
 - H. **Stone Cross Renovations** – Renovations complete, item to be removed from future Agendas.
 - I. **War Memorial & Steps NHB** – The Clerk and Cllr Rowley explained that it was proving extremely difficult to find a suitable contractor that would be willing to complete the renovation works anywhere near the previously approved Budget. The Clerk explained he is exploring avenues with the insurance company as to the Public Liability risk if the works were not completed but is awaiting a response. Council were also informed that the NHB deadline had passed, Council asked the Clerk to liaise with WDC to see if they would be willing to extend the deadline again or if they would allow Council to purchase the materials only.
 - J. **Tennis Courts Project** – Cllr Rose and Cllr Rowley explained they had met with Paul Curry from WDC on the same day as the meeting and the project was going to plan. It is hoped that the new courts would be completed by Christmas 2022.
8. **PLANNING APPLICATION NOTIFICATIONS (lead Cllr Rose):**

Any written reports to Council prepared by Cllr Rose or any other Cllr in relation to the below planning applications are available from the Clerk on request.

W/22/00943/HP	Beauchamp House, Paris, Bakers Lane	Conversion of the garage outbuilding to provide additional living accommodation ancillary to the main dwelling house. Construction of chimney; porch; new door & rooflights; replacement windows and doors; new raised deck.	PC – no objections 25/5/22.
W/22/00994/FUL	Ashton House Business Centre, Cheltenham Rd	Retrospective Change of Use, from a former commercial HGV lorry park, into a commercial caravan sales forecourt and parking area (variation of Condition 2 Ref. 19/01474/FUL).	PC – No Additional Comments Submitted.
W/22/00872/HP	Hillcrest, Elmley Road	Insulate and render front, North and South elevations and erect new front porch	PC – no objections 20/6/22. NM abstained DI
W/22/01135/FUL	Properties 8-10 & 13-15 Willow Close	Various insulation improvements / new heating system.	PC – no objections 20/6/22.
W/22/01106/HP	20 Gorse Hill	Rear extension and external alterations.	PC – no objections 7/6/22.
W/22/01421/FUL	Land at (OS 0020 3778), The Groaten	Erection of a cattle barn, access and landscaping.	PC – Supported with comments 15/8/22.
W/22/01470/HP	Plough Cottage, Elmley Road	Conversion of existing outbuilding to ancillary residential room, including canopy extension, decked area and reconfiguration of garden wall.	PC – no objections 26/8/22. DC DR abstained DI.
W/22/01525/HP	Holloway House, Elmley Road	Erection of side and rear extension with associated site works.	PC – no objections 4/9/22. DC abstained DI.

W/22/01737/AGR	Oaklands Farm, Back Lane	Agricultural barn for storage of hay and straw bales.	PC – no objections 4/9/22.
W/22/01486/HP	Little Owl Farm, Bakers Lane	Loft conversion. Installation of roof lights f&r. Alterations to dormers. Demolition of porch. Replacement windows & doors to front elevation. Alteration to existing boundary treatments. Demolish section of rear single storey projection to accommodate new Patio doors.	PC – no objections 13/9/22.

9. FINANCE:

- (I) Cllr Rowley proposed to approve the below Receipts and Payments, Cllr McIntyre seconded and all voted in favour. Council did ask the Clerk to cancel the Lottery licence for next year as this is covered by the AUHSC.
- (II) Cllr Barker proposed to approve the 1st Quarter Accounts circulated to members prior to the meeting, Cllr Rose seconded and all voted in favour.

Bank balances as at 31st August 2022:

Current account balance -	£18,584.49
Savings account balance -	£15,031.24
Total	£33,615.73

Payments May / Jun / Jul / Aug 2022

Ref	Payee	Description	Date	Amount (£)
1	A Robinson	Clerk Home Office Apr 22	03/05/22	7.22
2	A Robinson	Clerk Salary Apr 22	03/05/22	394.30
3	WDC	Small Lottery Annual Registration	25/05/22	20.00
4	Zoe Kirby	Internal Audit 21-22	25/05/22	140.00
5	Brian Arrowsmith	Weedkiller 2022	25/05/22	70.00
6	Worcs CALC	Service Charge 22-23	25/05/22	581.92
7	A Robinson	Clerk Home Office May 22	31/05/22	7.22
8	A Robinson	Clerk Salary May 22	31/05/22	394.10
9	Zurich Insurance	Insurance 22-23	06/06/22	407.41
10	A Robinson	Clerk Home Office June 22	30/06/22	7.22
11	A Robinson	Clerk Salary June 22	30/06/22	394.10
12	Unity Bank	1 st Quarter Service Charge 22-23	30/06/22	18.00
13	Brian Arrowsmith	Lengthsman June 22	22/07/22	156.00
14	A Robinson	Clerk Home Office July 22	01/08/22	7.22
15	A Robinson	Clerk Salary July 22	01/08/22	394.30
16	OSS	Outside Space Society Annual Subs	17/08/22	45.00
17	Hudson Stonework	Stone Cross Restoration	17/08/22	2,877.60
18	Brian Arrowsmith	Lengthsman July 22	17/08/22	144.00
19	A Robinson	Clerk Home Office Aug 22	31/08/22	7.22
20	A Robinson	Clerk Salary Aug 22	31/08/22	394.10
21	Parish Games	2022 Entry to Parish Games	TBC	89.00

Receipts May / Jun / Jul / Aug 2022

Ref	Payee	Description	Date	Total (£)
1	WDC	Precept	28/04/22	9,501.00
2	WDC	Jubilee Grant	03/05/22	106.00
3	WDC	Lengthsman Mar 22	06/05/22	156.00
4	HMRC	VAT Refund 21-22	30/05/22	363.74
5	Unity Bank	Interest	30/06/22	12.96

10. CODE OF CONDUCT:

Cllr Rowley proposed to adopt the new Local Government Associations Model Code of Conduct, Cllr Barker seconded and all voted in favour.

11. GRANT APPLICATION FORM AND PROCESS:

Cllr Rowley proposed to adopt the new Grant Application Form compiled by the Clerk on the provision that the version number is added, seconded by Cllr McIntyre, all voted in favour. It was also agreed that the Policy will be updated to add in a deadline for submission of 31st October in the year prior to the award being given. This is to ensure Council are able to Budget accordingly for future outgoing grants.

12. PAY INCREASE - LENGTHSMAN:

Cllr Rowley reported to Council that she had met with the Lengthsman, Brian Arrowsmith and he was requesting a pay increase. Cllr Rowley proposed that the Council accept an increase to his hourly wage to £13.40 and to agree the previously circulated Lengthsman Contract. Cllr McIntyre seconded the motion and all voted in favour.

CLLR HARDMAN JOINED THE MEETING

6. COUNTY & DISTRICT COUNCILLOR'S REPORT:

District Cllr Darby not present. Written report submitted and available from the Clerk on request.

County Cllr Hardman reported:

- He had recently met with Highways England along with Harriet Baldwin MP in relation to the A46 safety improvements. It was reported that 50mph speedzone will be put into force in the coming weeks and months as a trial.
- Pershore Schools are going to a two tier system, cutting out the middle School. This will not effect our Parish at this stage.

CLLR HARDMAN LEFT THE MEETING

13. ST BARBARA'S GRANT APPLICATION:

Cllr McIntyre proposed to award a Grant Application of £1,600 to St Barbara's Church, Cllr Rowley seconded the proposal and all voted in favour. The Council would like it to be noted that the Parish would appreciate it if they could organise the cutting of the hedge on their boundary with Church Close Field. Application and associated docs are available to all on request to the Clerk.

14. AUH SC GRANT APPLICATION: (CLLR ROSE DECLARED AN INTEREST AND LEFT THE ROOM)

Cllr Rowley proposed to award a Grant Application of £2,500 to Ashton under Hill Social Club, Cllr McIntyre seconded the motion and all voted in favour. Application and associated docs are available to all on request to the Clerk.

Cllr Rose returned to the room.

15. FOOTPATHS GRANT:

The Clerk explained to the Council that he had received correspondence from Senior Public Rights of Way Officer Fiona Argyle from Worcestershire County Council. It has come to light that Council are unable to fund the Footpaths Team to purchase tools to complete their role for purposes of insurance. Fiona Argyle has requested a meeting takes place with the members of the Footpaths Team to explore any funding / training opportunities that the County can provide. **The Clerk will liaise with Fiona and members of the Footpaths team.**

16. DOGS:

The Council discussed recent complaints of Dogs being out of the owners control. It was decided that the Parish Council do not have any powers to deal with such an issue and that any future complaints should be directed toward the Police and the dedicated local Police Community Support Officer.

17. "20 IS PLENTY" CAMPAIGN:

Cllr Rowley proposed to support the '20 is Plenty for Worcestershire' Campaign and call on Worcestershire County Council to implement 20mph in the Parish of Ashton under Hill. The proposal is to also write to WCC to call for a 20mph during School drop off and collection times. Cllr McIntyre seconded the motion and all voted in favour except one Councillor who voted against. Motion carried.

Clerk note – the Cllr voting against contacted the Clerk after the meeting and wanted to make it clear that she only voted against the '20 is plenty' campaign as she didn't think enforceable but is in favour of the 20 limit outside Schools during pick up and drop off times.

18. COST OF LIVING:

Council discussed if there was anything they could do to help the community during the current cost of living crises. It was suggested that the Council could produce a simple directory of agencies that provide help that could be published and advertised within the community. **The Clerk will research and liaise with Cllr Rowley for publication.**

19. HEDGE CUTTING:

Council discussed various methods to encourage private landowners to cut hedges around public rights of way in the Parish. It was agreed that a card would be produced to put through residents doors to politely request that they consider cutting hedges where they are overgrown and encroaching onto PRoW.

20. COUNCILLOR VACANCIES:

Cllr Rowley reported that she has now arranged to attend a Training Course provided by CALC to gain strategies to fill vacant Parish Council seats.

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

Correspondence from a parishioner in relation to planning application W/22/01421/FUL (land off The Groaten).

22. NEXT SCHEDULED PARISH COUNCIL MEETING:

Tuesday 8th November 2022

2130 hours meeting concluded.