

ASHTON UNDER HILL PARISH COUNCIL

Clerk to the Council: Andy Robinson
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MINUTES

From the Parish Council meeting held at 7.30pm on **Tuesday 8th November 2022** at AUH Chapel Hall.

It was fully accessible to the public and press.

Present – Cllr Rowley (Chair), Cllr McIntyre (Vice Chair), Cllr Rose, Cllr Cope, District Cllr Darby, Andy Robinson (Clerk). No members of the public.

1. WELCOME AND APOLOGIES FOR ABSENCE – The Chair welcomed all present. Apologies from Cllr Barker and County Cllr Hardman.

8. DISTRICT COUNCILLOR'S REPORT (BROUGHT FORWARD):

Cllr Darby submitted a written report that is available from the Clerk on request. Cllr Darby's verbal and written report included details of:

- SWDP Review – the final version of the plan is now out for public consultation for six weeks, up to 13th December 22.
- There will be a public briefing focusing on the proposed Mitton development on 11th November 1pm-8pm at Bredon Village Hall.
- The effect of the Mitton development may have on the Parish of Ashton under Hill.
- The public can make representations to the plans, details can be found [here](#) or by visiting <https://swdp-consult.objective.co.uk/kse>

Cllr Darby left the meeting.

2. CO-OPTION OF NEW PARISH COUNCILLOR(S) / SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE:
Item postponed.

3. DISPENSATION REQUEST (Cllr Rose & Cllr Cope): DI – Cllrs Rose and Cope left the room.

- (I) Cllr Rowley proposed to accept the Dispensation Request for Cllr Rose in relation to his involvement with the Ashton Social Club, Cllr McIntyre seconded. Motion carried.
- (II) Cllr Cope's dispensation request not received in time for the meeting. Item postponed until the next meeting.

4. DECLARATIONS OF INTEREST REMINDERS.

5. PUBLIC QUESTION TIME – No members of the public present.

6. CLERK UPDATES & URGENT DECISIONS (DELEGATED AUTHORITY):

- (I) Delegated authority on items listed under Planning below.
- (II) Decision made between the Chair and the Clerk to order a Memorial Wreath from The Royal British Legion at a cost of £20.00. Expense was included in the Budget forecast.

7. APPROVAL OF MINUTES:

- (I) Cllr Rowley proposed to approve the minutes from the Parish Council meeting of Thursday 6th October 2022, Cllr Rose seconded and all voted in favour except Cllr Cope who abstained as not present at the meeting.

9. PROGRESS REPORTS:

- A. Social Centre** – Nothing to report.
- B. Police** – Nothing to report.
- C. Lengthsman** – Cllr Rowley reported the Lengthsman had signed the contract and the pay increase was now in place. Cllr Rowley proposed to backdate the pay increase to July 2022, Cllr McIntyre seconded and all voted in favour.
- D. Flooding** – Nothing to report.
- E. Highways & Byways** – It was requested that the Clerk contact Cllr Hardman to see what could be done regarding the poor signage in relation to recent road closures. **ACTION CLERK.**
- F. Trees** – Nothing to report.
- G. Footpaths** – It was reported that maintenance work to the Cherry Orchard footpath stile was required, Cllr Rowley agreed to speak to the footpaths team. **ACTION KR.**
- H. War Memorial & Steps NHB** – The Chair reported that WDC had agreed to extend the NHB deadline to the end of November 2022. It was also reported that a new Contractor was compiling a new quote for consideration.
- I. Tennis Courts Project** – Cllr Rose explained progress of the project was good, he also explained he hoped the extra cost of £600.00 would be funded by the ASC and that it would not be taken from Parish Council reserves. Cllr Rose will update the Council at the next meeting.

10. 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/22/01786/CLP U	Dumbledore, The Groaten	Certificate of lawfulness for the proposed use for siting of an ancillary temporary structure under the Caravan Act 1968.	PC – no objections 20/10/22.
W/22/02032/HP	Holloway House, Elmley Road	Proposed replacement of windows	PC – no objections 01/11/22. DI-Cllr Cope abstained.

11. FINANCE:

- 7. DI Cllr Rowley left the room.** Cllr McIntyre took the Chair position for item 11(I) only. Cllr McIntyre proposed to approve the below Receipts and Payments, Cllr Rose seconded and all voted in favour.

8. Cllr Rowley proposed to approve the 2nd Quarter Accounts circulated to members prior to the meeting, Cllr Rose seconded and all voted in favour except Cllr McIntyre who abstained.

Bank balances as at 31st October 2022:

Current account balance - £28,491.32
Savings account balance - £15,053.97
Total £43,545.29

Payments Sep / Oct 2022

Ref	Payee	Description	Date	Amount (£)
1	ICO	ICO Annual Fee	05/09/22	£ 35.00
2	A Robinson	Printer Ink	07/09/22	£ 125.50
3	B Arrowsmith	Lengthsman Aug 22	28/09/22	£ 144.00
4	PATA Payroll	Jul / Aug / Sep 22	28/09/22	£ 23.85
5	A Robinson	Clerk Home Office Sep 22	30/09/22	£ 7.22
6	A Robinson	Clerk Salary Sep 22	30/09/22	£ 394.10
7	Webbees	Web Hosting Jun-Nov 22	30/09/22	£ 107.40
8	Unity Bank	2nd Quarter Charge 22-23	30/09/22	£ 18.00
9	A Robinson	Stationery	12/10/22	£ 11.98
10	HMRC	July / Aug / Sep 22	12/10/22	£ 295.60
11	Wych Sports	Wychavon Parish Games 2022	12/10/22	£ 89.00
12	J Barker	Defib Cabinet Expenses	12/10/22	£ 30.00
13	B Arrowsmith	Lengthsman Sep 22	19/10/22	£ 144.00
14	St Barbaras	Grant Payment 2022-2023	19/10/22	£ 1,600.00
15	ASC	Grant Payment 2022-2023	24/10/22	£ 2,500.00
16	Grimshawe	1st Payment Tennis Courts	24/10/22	£ 18,763.20
17	A Robinson	Clerk Home Office Oct 22	31/10/22	£ 7.22
18	A Robinson	Clerk Salary Oct 22	31/10/22	£ 394.10
19	K Rowley	Community Gift: Chair Allowance	TBC	£ 60.00
20	K Rowley	'Ashton News' Printing Expense	TBC	£ 100.08

Receipts Sep / Oct 2022

Ref	Payee	Description	Date	Total (£)
1	WCC	Lengthsman Jun / Jul 22	13/9/22	300.00
2	WDC	2 of 2 Precept Payment 22-23	29/9/22	9,499.00
3	Unity Bank	Interest	30/09/22	22.73
4	WDC	1 of 2 Payments CLG	10/10/22	24,510.00
5	WCC	Lengthsman Aug 22	18/10/22	144.00
6	WDC	Lengthsman Sep 22	28/10/22	144.00

12. MARQUEE PURCHASE:

Item postponed, awaiting further details.

13. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:

Nothing at this stage.

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

None of note.

15. PROVISIONAL 2023 MEETING DATES (PLEASE CHECK WEBSITE FOR UPDATES):

Tuesday 10 th January	Tuesday 14 th March	Tuesday 9 th May
Tuesday 11 th July	Tuesday 12 th September	Tuesday 14 th November

CONFIDENTIAL (the following item was not open to members of the public):

16. CLERK PENSION (LGPS) AND SALARY:

- (I) Review the Clerks salary - item postponed.
- (II) The Clerk made the Council aware of the 2022-23 National Salary Award agreement. The Clerk explained it had been agreed by the NJC that the pay increase is back dated to April 2022. It was proposed by Cllr McIntyre that the Clerk is permitted to join the LGPS and the Council will make employer contributions of 25.3% (as set out by the LGPS). Cllr Rowley seconded the motion and all voted in favour.

2130 hours meeting concluded.