

ASHTON UNDER HILL PARISH COUNCIL

Clerk to the Council: Andy Robinson
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MINUTES

From the Annual Parish Council meeting held at 8.00pm (20 minutes later than advertised) on **Tuesday 9th March 2023** at AUH Chapel Hall.

It was fully accessible to the public and press.

Present – Cllr Rowley (Chair), Cllr Rose (Vice Chair), Cllr Cope, Cllr Masding, Cllr Payne Cllr Browne. Andy Robinson (Clerk). 1 member of the public.

1. **ELECTION OF CHAIRPERSON** – Cllr Masding proposed that Cllr Rowley takes the position of Chairperson. Cllr Rose seconded and all voted in favour. Cllr Rowley duly signed the Acceptance of Office.

2. **ELECTION OF VICE CHAIRPERSON** – Cllr Rowley proposed that Cllr Rose takes the position of Vice Chairperson. Cllr Browne seconded and all voted in favour.

3. **SIGNING OF ACCEPTANCE TO OFFICE FOR ALL COUNCILLORS (NEW TERM OF OFFICE)** - all Councillors signed their respective Declaration of Acceptance to Office.

4. **WELCOME AND APOLOGIES FOR ABSENCE** – The Chair welcomed all present. Apologies from County Cllr Hardman.

5. **DISPENSATIONS:**

(I) Cllr Rose 1 year from 8th November 2022 Ashton Social Centre (ASC), discussion but no voting rights.

(II) Cllr Cope 1 year from 26th January 2023 Ashton Social Centre (ASC), discussion but no voting rights.

6. **DECLARATIONS OF INTEREST REMINDERS.**

7. **PUBLIC QUESTION TIME** – No questions.

8. **POLICIES:**

Cllr Rowley proposed to accept the following Policies:

- A. Standing Orders
- B. Code of Conduct
- C. Delegation Scheme
- D. Financial Regulations
- E. Assessment of Planning Applications Policy
- F. Complaints Procedure Policy

Cllr Rose seconded and all voted in favour except Cllrs Browne and Payne who abstained.

9. **CLERK UPDATES & URGENT DECISIONS (DELEGATED AUTHORITY):**

(I) Delegated authority on items listed under Planning below.

(II) The Clerk reported that he had been in communication with the Contractor regarding the War Memorial. The intention is to complete the works over two consecutive weekends but the Contractor is yet to provide a firm start date. The Clerk will continue to liaise with the Contractor and update the Council accordingly.

10. **APPROVAL OF MINUTES:**

(I) Cllr Rowley proposed to approve the minutes from the Parish Council meeting of 14th March 2023, Cllr Rose seconded and all voted in favour except Cllrs Masding, Payne and Browne who were not present at the meeting in March.

11. **COUNTY AND DISTRICT COUNCILLOR REPORTS:**

District Councillor Beverley Hardman – very recently appointed so no report.

County Councillor Adrian Hardman – not present and no report available.

12. **PROGRESS REPORTS (DISTRIBUTING THE RESPONSIBILITIES ACROSS NEW TERM):**

A. **Social Centre** – Cllr Cope to continue to lead.

B. **Police** – Cllr Browne will lead.

C. **Lengthsman** – The Clerk along with Cllr Payne and Cllr Browne will lead.

D. **Flooding** – Cllr Payne will lead.

E. **Highways & Byways** – Cllr Masding will lead

F. **Trees** – Cllr Payne will lead.

G. **Footpaths** – Cllr Browne will lead.

H. **War Memorial & Steps NHB** – awaiting clarification of start date. Clerk to continue to lead.

I. **Tennis Courts Project** – Cllr Rose will continue to lead.

13. **PLANNING APPLICATION NOTIFICATIONS (lead Cllr Rose):**

W/23/00312/CL E	Long Carrant Park	Certificate of Lawfulness for existing use of land as a caravan site together with amenity and ancillary areas.	PC – Objection with written report. Report available to all via request to the Clerk.
W/23/00381/FU L	Mitha Dara, Cheltenham Road	Erection of a self-build bungalow to replace the implemented residential conversion under application reference 19/02578/FUL	PC – no objections 20 th April 23.

W/23/00671/HP	Grassmere, Elmley Road	Replacement of existing rear extension with new extension. Demolition of garage and replacement with new garage and annexe over.	PC – no objections 3/5/23. DI – Cllr Rose - abstained.
W/23/00829/HP	2 Gorse Hill	Proposed single storey rear extension and new enlarged porch, including external alterations. Enlargement of driveway.	Decision pending, due 19 th May 23.

14. FINANCE:

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

Bank balances as at 30th April 2023:

Current account balance	-	£21,535.12
Savings account balance	-	£15,173.64
Total		£36,708.76

Payments Mar / Apr 2023

Ref	Payee	Description	Date	Amount (£)
1	Toolport GMBH	Marquee Purchase	02/03/23	£ 4,467.82
2	Unity Bank	Bank Charge for Marquee Purchase	02/03/23	£ 24.00
3	Brian Arrowsmith	Lengthsman Jan 23	08/03/23	£ 211.20
4	Brian Arrowsmith	Lengthsman Dec 22	08/03/23	£ 160.80
5	PATA Payroll	Payroll Jan / Feb / Mar 23	22/03/23	£ 36.15
6	WCC Pension Fund	Employer&Employee Pension Contributions	22/03/23	£ 161.77
7	Brian Arrowsmith	Lengthsman Feb 23	22/03/23	£ 160.80
8	A Robinson	Clerk Home Office Mar 23	31/03/23	£ 7.22
9	A Robinson	Clerk Salary Mar 23	31/03/23	£ 397.11
10	Unity Bank	4th Quarter Service Charge 2022-2023	31/03/23	£ 18.00
11	Worcs Pension Fund	Pension Contributions	21/04/23	£ 133.40
12	HMRC	Jan / Feb / Mar 23	21/04/23	£ 297.60
13	Worcs CALC	Annual Membership	21/04/23	£ 612.56

Receipts Mar / Apr 2023

Ref	Payee	Description	Date	Total (£)
1	WCC	Lengthsman Nov 22	01/03/23	£174.20
2	WCC	Lengthsman Dec 22 & Jan 23	28/03/23	£372.00
3	Unity Bank	Interest	31/03/23	£70.88
4	WCC	Lengthsman Jan 23	11/04/23	£160.80
5	WDC	Precept + Grant 1 of 2 23-24	27/04/23	£10,376.00

15. INSURANCE:

Cllr Rowley proposed to renew the Parish Council Insurance Policy with no change in circumstances at a renewal premium of £430.28 (last year the renewal was £407.41). Cllr Payne seconded and all voted in favour.

16. KINGS CORONATION:

Cllr Rowley proposed that the Clerk applies on behalf of the Council to Wychavon District Council for the Kings Coronation Grant that has recently become available. It was made clear that the funds could go towards the commissioning of a printed Village Photo that was taken during the event celebrations. The Clerk pointed out this would need to come back to Council to approve the commissioning and expenditure at a later date. Cllr Payne seconded the motion and all voted in favour. The Clerk will apply to WDC and update the Council on the outcome of the Grant Application.

17. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:

Nothing of note.

18. CORRESPONDENCE (data protection edited versions available from the Clerk on request):

None of note.

19. PROVISIONAL NEXT MEETING DATE (PLEASE CHECK WEBSITE FOR UPDATES):

Tuesday 13th July 2023.

2110 hours meeting concluded.