

# ASHTON UNDER HILL PARISH COUNCIL

## AGENDA – PARISH COUNCIL MEETING: NOVEMBER 23

Clerk to the Council: Andy Robinson  
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**To Members of Ashton under Hill Parish Council**

You are duly summoned to attend the Parish Council Meeting of Ashton under Hill Parish Council to be held on:

**Tuesday 14<sup>th</sup> November 2023, 7.30pm at Ashton under Hill Chapel Hall.**

**1. WELCOME, PRESENT AND APOLOGIES FOR ABSENCE.**

**2. DISPENSATIONS:**

(I) Cllr Cope, 1 year from 26<sup>th</sup> January 2023 Ashton Social Centre (ASC), (discussion but no voting rights).

**3. DECLARATIONS OF INTERESTS:**

- (A) 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 (S33 of the Localism Act 2011) are to be with the clerk at least 4 days prior to a meeting.
- (E) Councillors who have declared 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.

**4. THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTION TIME:**

The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the chairman.

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

- (I) Delegated authority on items listed under Planning below.
- (II) Reminder to all members to submit expected expenditure for projects for the remainder of this year and during the 24-25 financial year to the Clerk ASAP. The Clerk will be compiling the draft budget in the coming weeks.
- (III) Members to note that the National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1<sup>st</sup> April 23 to 31<sup>st</sup> March 24. This results in a small increase of pay back dated to 1<sup>st</sup> April 23.
- (IV) The Clerk is liaising with WCC Public Rights of Way team in attempts to seek funding for the Ashton footpaths team. Currently this is still in discussions and a representative of the footpaths team has been made aware. Council will be updated by the Clerk in due course.

**6. APPROVAL OF MINUTES:**

(I) For the Parish Council Meeting on 12<sup>th</sup> September 2023.

**7. A46 LONG CARRANT:**

Updates from Council.

**8. COUNTY & DISTRICT COUNCILLORS REPORTS.**

**9. PROGRESS REPORTS (given verbally by Councillors / \* if any formal proposals below):**

(A) Social Centre – Cllr DC	(B) Police – Cllr JB	(C) Lengthsman – Clerk / Cllrs JB & JP
(D) Flooding – Cllr JP	(E) Highways & Byways – Cllr SM	(F) Trees – Cllr JP
(G) Footpaths – Cllr JB	(H) War Memorial & Steps NHB – Clerk	(I) Tennis Courts Project – Cllr Rose

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

<a href="#">W/23/01730/FU</a> <a href="#">L</a>	Tree Tops, Cottons Lane.	Two new self build dwellings.	PC – objection submitted. Cllr Cope DOI (abstained).
<a href="#">W/23/01995/CU</a>	Holiday Let Lodges, The Groaten	Change of use of land for the siting of four holiday lodges and associated operational development – variation of condition 2 on granted planning permission 20/01728/CU – regularising of existing storage and advertising sign.	PC – no objections submitted. Cllr Cope DOI (abstained).

**11. FINANCE:**

Bank balances as at 31<sup>st</sup> October 2023

Current account balance	-	<b>£33,951.54</b>
Savings account balance	-	<b>£15,362.73</b>
<b>Total</b>		<b>£49,314.27</b>

- (I) Proposal to approve the accounts up to the end of the second quarter. Accounts circulated to all members prior the meeting and are available from the Clerk on request.
- (II) Proposal to approve the below Receipts and Payments.

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### Payments Sep / Oct 2023

Ref	Payee	Description	Date	Amount (£)
1	ICO	Annual Membership	05/09/23	£ 35.00
2	C Barnes	Flowers: Gifts Enchantered Florist	11/09/23	£ 50.00
3	Unity Bank	Service Charge 2nd Quarter	30/09/23	£ 18.00
4	A Robinson	Home Office	02/10/23	£ 7.22
5	A Robinson	Clerk Salary	02/10/23	£ 397.11
6	Noticeboard Comp	Tennis Court Noticeboard	02/10/23	£ 1,256.83
7	Worcs Pension Fund	Pension Contributions	02/10/23	£ 133.40
8	PATA Payroll	Payroll 2nd Quarter	02/10/23	£ 46.15
9	Brian Arrowsmith	Lengthsman Aug 23	02/10/23	£ 160.80
10	HMRC	Jul / Aug / Sep 23	11/10/23	£ 297.80
11	PKF Littlejohn	External Audit 22-23	11/10/23	£ 378.00
12	Worcs Pension Fund	Pension Contributions	23/10/23	£ 133.40
13	RBL Poppy Appeal	Remembrance Wreath	23/10/23	£ 23.00
14	WDC	Waste Bin Cleanse and Emptying	23/10/23	£ 220.49
15	Grimshawe Kinnear	Tennis Courts Painting Final Invoice 1 of 2	23/10/23	£ 2,000.00
16	WDC	Uncontested Elections	23/10/23	£ 50.00
17	A Robinson	Clerk Home Office	31/10/23	£ 7.22
18	A Robinson	Clerk Salary	31/10/23	£ 396.91

### Receipts Sep / Oct 2023

Ref	Payee	Description	Date	Amount (£)
1	WCC	LM Jul 23	22/09/23	£160.80
2	WDC	Precept + Grant 2 of 2 payments	28/09/23	£10,374.00
3	Unity Bank	Interest	30/09/23	£103.64
4	WCC	LM Aug 23	20/10/23	£160.80

- 12. DISPENSATION REQUEST CLLR ROSE: CLLR ROSE TO LEAVE THE ROOM; DOI CLLR BAYLIS, CLLR COPE.**  
Council to consider the renewal of Cllr Rose's dispensation in relation to all matters in connection with Ashton Social Centre. Cllr Rose is requesting a dispensation to allow discussion and voting rights. Request circulated prior to the meeting.
- 13. DISPENSATION REQUEST CLLR BAYLIS: CLLR BAYLIS TO LEAVE THE ROOM; DOI CLLR ROSE, CLLR COPE.**  
Council to consider the dispensation request from Cllr Baylis in relation to all matters in connection with Ashton Social Centre. Cllr Baylis is requesting a dispensation to allow discussion and voting rights. Request circulated prior to the meeting.
- 14. APPOINTMENT OF NEW LENGTHSMAN:**  
Following the Council's decision not to renew the previous Lengthsmans contract, the position was advertised and one person applied, namely Steve Baker who has now been interviewed by the Chair and the Clerk. Council to consider the appointment of Steve Baker and agree the Draft contract. Contract circulated to all members and available from the Clerk on request.
- 15. RISK ASSESSMENT:**  
Any updates from Council.
- 16. CONCLUSION OF AUDIT 22-23**  
Please note, the conclusion of Audit was returned to the Clerk on 18<sup>th</sup> September 23. Although the documents must be displayed by the 30<sup>th</sup> September this is the first opportunity that the Council have had to meet and discuss.
- (I) Council to note the conclusion of the 2022-23 External Audit.
- (II) Council to agree a reasonable sum of payment to provide copies of Annual Governance and Accountability on request of members of the public.

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(III) Council to agree the period of time the ‘notice’ is to be published for. (Note when the statute and regulations were amended in 2014 and 2015, they did not include a requirement for the length of time for which that the ‘notice’ must be published. The previous statute required 14 days but it is now up to the authority to make this decision.

**17. ST BARBARAS CHURCH GRANT APPLICATION.**

Council to consider an application of a Grant of **£1,700** from St Barbara’s Church. Application form and associated documents have been circulated to all members prior to the meeting and are available from the Clerk on request.

**18. ASHTON SOCIAL CENTRE GRANT APPLICATION. DOI CLLR ROSE / CLLR BAYLIS / CLLR COPE (DISPENSATIONS MAY APPLY).**

Council to consider an application of a Grant of **£3,000** from the ASC. Application form and associated documents have been circulated to all members prior to the meeting and are available from the Clerk on request.

**19. BUS SHELTER:**

Council to consider the feasibility of a Bus shelter on Cornfield Way. This is following the suggestion from a member of the Parish after repeatedly seeing School Children waiting for buses in inclement weather.

**20. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA:**

Councillors may use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future Agendas. Please note, no formal decisions can be made on anything within this section.

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

- Parishioners email re Bus shelter (item 19 refers).
- Email from the footpaths team in relation to expenses incurred.

**21. PROVISIONAL NEXT MEETING (ALWAYS CHECK WEBSITE FOR UPDATES) - Tuesday 9<sup>th</sup> January 2024.**

**MEMBERS OF THE PUBLIC / PRESS ARE WELCOME TO ATTEND**  **A Robinson (Clerk to the Council)**