

ASHTON UNDER HILL PARISH COUNCIL

Clerk to the Council: Andy Robinson
Email clerk.auhparishcouncil@outlook.com

MINUTES

From the Parish Council meeting held at 7.30pm on **Tuesday 12th March 2024** at AUH Chapel Hall.

It was fully accessible to the public and press.

Present – Cllr D Rose (Chair for the meeting), Cllr D Cope, Cllr S Masding, Cllr J Baylis, Cllr M Wood, District Cllr B Hardman, Andy Robinson (Clerk).

- 1. WELCOME, PRESENT AND APOLOGIES FOR ABSENCE** – The Chair welcomed all present. Apologies from Cllr K Rowley. The Clerk notified Council that Cllr J Payne was no longer a member of the Parish Council following her recent resignation, the vacant seat will be formally advertised in due course.
- 2. CO-OPTION OF PARISH COUNCILLOR / SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE:**
Cllr Rose proposed the Council co-opt Martin Wood, Cllr Masding seconded the motion and all members voted in favour. Cllr Wood signed the Acceptance to Office statement.
- 3. DISPENSATIONS:**
None.
- 4. DECLARATIONS OF INTEREST REMINDERS.**
- 5. PUBLIC QUESTION TIME:**
No members of the public.
- 6. CLERK UPDATES & URGENT DECISIONS (DELEGATED AUTHORITY):**
 - (I) Delegated authority on items listed under Planning below.
 - (II) Worcestershire CC have agreed to fully fund replacing the steps that lead to the War Memorial. They have also agreed that the village can have an input on the choice of stone used. They have supplied samples and a public meeting will be arranged to allow parishioners to have their say on the choices available.
 - (III) The new Lengthsman (Steve Baker) has now been formally appointed and is working within the Village.
- 7. APPROVAL OF MINUTES:**
Item postponed.
- 8. COUNTY AND DISTRICT COUNCILLOR REPORTS:**

County Councillor Adrian Hardman:

 - Written report submitted and circulated to all members. This report is available from the Clerk on request.

District Councillor Beverley Hardman:

 - Updates on the planning application at Willow Cottage.
 - Informed Council that Police may have some funding for speed enforcement within the Parish and if interested Council should contact West Mercia Police. Cllr Wood inquired if this could be applicable to the A46. The Clerk stated the Police may be restricted due to the speed of the A46 but Parish Cllrs will make enquiries.
 - The District Councils Budget has been approved, there is a 4.2% increase that equates to an approximate £5.00 increase to a Band D property per annum.
- 9. PROGRESS REPORTS:**
 - A. Social Centre** – Cllr Cope reported that the flooding outside the Chapel was still a major problem (mainly due to pedestrians and Chapel users who get splashed by standing water in the Highway). Cllr Masding will chase Cllr Adrian Hardman with a progress report.
Cllr Cope - Village Hall bookings are coming in.
Cllr Rose formally thanked Cllr Baylis for taking the position of Treasurer for the ASC.
Cllr Rose informed the Council there had been some recent anti social behaviour by youths on the Tennis Courts where the net had been bounced on causing the mechanism to fail. It was reported that this was not permanent damage and the mechanism was repaired. Cllr Baylis also reported that the locked door to the Defib at the Cricket Club has been opened by unknown means. The Council will monitor this increase in anti social behaviour and if it continues will liaise with outside agencies.
 - B. Police** – Unallocated, nothing to report.
 - C. Lengthsman** – Covered in Clerk updates.
 - D. Flooding** – Unallocated, nothing to report.
 - E. Highways & Byways** – Cllr Masding, nothing to report.
 - F. Trees** – Unallocated, nothing to report.
 - G. Footpaths** – Unallocated, nothing to report.
 - H. War Memorial & Steps NHB** – covered in Clerk updates.
 - I. Longcarrant (A46) Improvements** – All members. Cllr Wood provided updates on a meeting with National Highways that occurred in December and further updates on progress of the project.

CLLR WOOD LEFT THE MEETING TO ATTEND A PRIOR APPOINTMENT.

10. PLANNING APPLICATION NOTIFICATIONS (lead Cllr Rose):

W/23/02546/LB	Mole Hill Cottage, Paris, Bakers Lane	Proposed Orangery	No objections submitted 23/1/24.
W/23/02532/HP	11 Gorse Hill	Remove existing conservatory at the rear and replace with a single storey kitchen/garden room. Construct a log cabin and attached store in the rear garden.	No objections submitted 13/2/24.

W/24/00359/FUL	Rockland House	Erection of 1no new private dwelling with associated ancillary development and landscaping to include replacement parking to be used by Rockland House	Decision pending, due for return 26/3/24.
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11. FINANCE:

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

Bank balances as at 29th February 2024:

Current account balance	-	£14,760.07
Savings account balance	-	£15,469.22
Total		£30,229.29

Payments Jan / Feb 2024

Ref	Payee	Description	Date	Amount (£)
1	A Robinson	Clerk Home Office	02/01/24	£7.22
2	A Robinson	Clerk Salary	02/01/24	£421.63
3	HMRC	Employer Tax Oct / Nov / Dec 23	16/01/24	£359.35
4	WCC Pension Fund	Pension Contributions	16/01/24	£141.65
5	Monarch Builders	War Memorial Work 1 of 3	24/01/24	£4,000.00
6	Gardens by Jenny	Mowing 2023	25/01/24	£2,070.00
7	A Robinson	Clerk Salary	30/01/24	£421.63
8	A Robinson	Clerk Home Office	31/01/24	£7.22
9	Monarch Builders	War Memorial Work 2 of 3	01/02/24	£4,000.00
10	Monarch Builders	War Memorial Work 3 of 3	02/02/24	£2,846.08
11	SLCC	SLCC Annual Membership	15/02/24	£94.00
12	A Robinson	Clerk Home Office	29/02/24	£7.22
13	A Robinson	Clerk Salary	29/02/24	£421.63

Receipts Jan / Feb 2024

Ref	Payee	Description	Date	Total (£)
	NONE			

12. DISPENSATION REQUEST CLLR ROSE:

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. **ITEM POST-PONED. DECLARATION OF INTEREST (CLLR ROSE / BAYLIS / COPE) QUORUM NOT ACHIEVED.**

13. DISPENSATION REQUEST CLLR BAYLIS:

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. **ITEM POST-PONED. DECLARATION OF INTEREST (CLLR ROSE / BAYLIS / COPE) QUORUM NOT ACHIEVED.**

14. DISPENSATION REQUEST 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. **ITEM POST-PONED. DECLARATION OF INTEREST (CLLR ROSE / BAYLIS / COPE) QUORUM NOT ACHIEVED.**

15. ASC GRANT APPLICATION:

Council to consider an application of a Grant 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. **ITEM POST-PONED. DECLARATION OF INTEREST (CLLR ROSE / BAYLIS / COPE) QUORUM NOT ACHIEVED.**

16. RISK ASSESSMENT:

Cllr Baylis informed the Council that he was part way through updating the current Risk Assessment. Once the new document is complete then it will be brought to Council for potential adoption.

17. POLICIES:

Cllr Cope proposed to accept the following Parish Council Policies, Cllr Masding seconded and all voted in favour. All documents circulated to members prior to the meeting and are available via the website or by contacting the Clerk.

- (A) Standing Orders
- (B) Code of Conduct
- (C) Delegation Scheme
- (D) Financial Regulations

18. INTERNAL AUDIT:

Cllr Rose proposed to appoint Zoe Kirby of Myriad Business Services to complete the 23-24 Internal Audit at a guide price of £180.00, Cllr Cope seconded and all voted in favour.

19. ASHTON FOOTPATHS TEAM:

Council discussed correspondence from representatives of Ashton footpaths Team and Worcestershire County Council PROW team. Cllr Rose proposed to:

- (I) Re-imburse the footpaths team for expenses amounting to £102.40 as a final good will payment. This is based on the fact the Parish Council has previously provided limited funding and that the Footpaths Team expected it to be repeated.
- (II) Make it very clear that the Parish Council are unable to financially assist the Footpaths Team in future as the Parish Council had been instructed by Worcestershire County Council that all assistance (including funding) must be provided by them. In future the Footpaths Team must be run completely independently from the Parish Council.

Cllr Masding seconded the proposal and all voted in favour.

The Parish Council would like to thank the Footpaths Team for all their hard work over the previous years and they hope that they can work with the County Council successfully going forward.

The Clerk will organise the payment and inform the Footpaths Team of the above decisions.

20. COUNCILLORS REPORT AND ITEMS FOR FUTURE AGENDA:

Cllr Cope informed the Council that the drains around the Parish were in desperate need of cleaning. Cllr Masding agreed to request the 'Gulley Sucker' attends from the County Council.

Cllr Baylis informed the Council that he had witnessed, on a number of occasions buses coming and going from BHA mounting the pavement and causing danger to pedestrians. Cllr Beverley Hardman informed the Council that she would take this up with BHA.

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

- Nothing further of note.

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

- Tuesday 14th May 2024.

CLLR BEVERLEY HARDMAN LEFT THE MEETING.

CONFIDENTIAL (the following item is only open to Parish Cllrs):

21. CLERKS ANNUAL APPRAISAL:

The Clerks annual appraisal has been completed between meetings. The Clerk temporarily left the room and the Council discussed the proposed actions.

The Clerk returned to the room and Cllr Rose proposed to agree all the proposed actions within the Appraisal as well as increasing the contributions to the Clerk home office expenses to £15.00 per month. Cllr Cope seconded the proposal and all voted in favour.

2110 hours meeting concluded.