

# ASHTON UNDER HILL PARISH COUNCIL

Clerk to the Council: Andy Robinson  
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## MINUTES

From the Annual Parish Council meeting held at 8pm on **Tuesday 14<sup>th</sup> May 2024** at AUH Chapel Hall.

It was fully accessible to the public and press.

**Present** – Cllr K Rowley (Chairperson), Cllr D Rose (Vice Chairperson), Cllr J Baylis, Cllr M Wood, District Cllr B Hardman, Andy Robinson (Clerk).

**1. ELECTION OF CHAIRPERSON AND SIGNING OF ACCEPTANCE OF OFFICE OF CHAIRPERSON:**

Cllr Rose proposed that Cllr Rowley takes the position of Chairperson, Cllr Wood seconded and all voted in favour. Cllr Rowley signed the declaration of acceptance to office which was countersigned by the Clerk.

**2. ELECTION OF VICE CHAIRPERSON:**

Cllr Rowley proposed that Cllr Rose takes the position of Vice Chairperson, Cllr Wood seconded and all voted in favour.

**3. WELCOME, PRESENT AND APOLOGIES FOR ABSENCE:**

The Chair welcomed all present. Apologies received from Cllr S Masding, Cllr D Cope.

**4. CO-OPTION OF PARISH COUNCILLOR / SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE:**

Cllr Rowley proposed that this item be postponed as the prospective new Cllr was unable to make the meeting, Cllr Baylis seconded and all voted in favour.

**5. DISPENSATIONS:**

(I) Cllr Rose 1 year from 13<sup>th</sup> March 2024 Ashton Social Centre (ASC), (discussion and voting rights).

(II) Cllr Cope 1 year from 13<sup>th</sup> March 2024 Ashton Social Centre (ASC), (discussion and voting rights).

(III) Cllr Baylis 1 year from 13<sup>th</sup> March 2024 Ashton Social Centre (ASC), (discussion and voting rights).

**6. DECLARATIONS OF INTEREST REMINDERS.**

**7. PUBLIC QUESTION TIME:**

No members of the public.

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

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

(II) Dispensations – Section 33 2(A) of the Localism Act 2011 allows the Clerk / Proper Officer to grant the dispensation when:

*(2) A relevant authority may grant a dispensation under this section only if, after having had regard to all relevant circumstances, the authority—*

*(a) considers that without the dispensation the number of persons prohibited by section 31(4) from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business,*

Therefore the dispensations listed above have been granted by the Clerk between meetings.

**9. APPROVAL OF MINUTES:**

(I) For the Parish Council Meeting on 28<sup>th</sup> November 2023.

(II) For the Parish Council Meeting on 16<sup>th</sup> January 2024.

(III) For the Parish Council Meeting on 12<sup>th</sup> March 2024.

(IV) For the Extra Ordinary Parish Council Meeting on 27<sup>th</sup> March 2024.

Cllr Rowley proposed to accept the draft minutes listed above, Cllr Rose seconded the motion and all voted in favour.

**10. 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:

- Verbal update provided during the Annual Parish Meeting (see Annual Parish Meeting Minutes). Written report also submitted and circulated to all members. This report is available from the Clerk on request.

**19. 540 BUS SERVICE (ITEM BROUGHT FORWARD):**

The Parish Council have been informed that Astons Coaches who operate the hourly 540 bus service between Evesham and Tewkesbury have announced that it will be withdrawing all services from the route due to falling numbers and revenue. Their last bus is due to operate on Friday 21<sup>st</sup> June. Vale Bus and Rail have written to the Clerk and are requesting that the Council write to WCC urging them to safeguard and retain the hourly service.

The Parish Council were encouraged to hear that WCC are working to maintain the service through the re tendering process and do not feel it necessary to write to WCC at this stage but should it come to light that the service may be withdrawn by WCC then they would intervene and make contact with WCC. The community mini bus was also discussed, it was agreed that Cllr Rowley would liaise with Andrew Barnett and BHA to better understand the way in which it works.

District Cllr Hardman left the meeting.

**11. PROGRESS REPORTS:**

**A. Social Centre** – Cllr Cope not present.

**B. Police** – unallocated, nothing to report.

**C. Lengthsman** – concern by Cllrs was expressed that the War Memorial and The Groatan works had not been completed, the Clerk did explain that the Lengthsman was intending to complete the War Memorial work during a weekend as not to disrupt the School but will liaise with the Lengthsman and report back to Council.

**D. Flooding** – unallocated, nothing to report.

**E. Highways & Byways** – Cllr Masding not present.

F. **Trees** – unallocated, nothing to report.

G. **Footpaths** – unallocated, nothing to report.

H. **War Memorial & Steps NHB** – Cllr Rowley displayed some sample stone provided by WCC for the steps leading to the War Memorial from Elmley Road. It was agreed that the samples would not fit in with the local stone. Cllr Rowley will liaise with Barry Barnes at WCC and attempt to obtain more suitable samples.

I. **Longcarrant (A46) Improvements** – All members. Cllr Wood explained things were progressing but no significant updates to report.

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

<a href="#">W/24/00359/FUL</a>	Rockland House	Erection of 1no new private dwelling with associated ancillary development and landscaping to include replacement parking to be used by Rockland House	Objection submitted 3/4/24.
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**13. FINANCE:**

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

Bank balances as at 30<sup>th</sup> April 2024:

Current account balance - £23,173.90

Savings account balance - £15,575.28

**Total £38,749.18**

**Payments Mar / Apr 2024**

Ref	Payee	Description	Date	Amount (£)
1	Worcs Pension Fund	Pension Contributions	22/3/24	£141.65
2	PATA Payroll	Payroll 4 <sup>th</sup> Quarter	22/3/24	£31.05
3	Unity Bank	Service Charge 4 <sup>th</sup> Quarter	31/3/24	£18.00
4	A Robinson	Clerk Home Office Mar 23	2/4/24	£15.00
5	A Robinson	Clerk Salary Mar 24	02/04/24	£421.63
6	WDC	Rural Rate Relief (The Star Public House)	12/04/24	£37.50
7	Paul Rowley	Footpaths Donation	12/04/24	£102.40
8	WCC Pension Fund	Pension Contributions Feb 24	12/04/24	£141.65
9	HMRC	Jan / Feb / Mar 24	12/04/24	£316.20
10	WCC Pension Fund	Pension Contributions Mar 24	17/04/24	£199.22
11	C Barnes	Funeral Flowers	26/04/24	£50.00
12	Worcs CALC	Annual Membership Fees	26/04/24	£642.07
13	A Robinson	Clerk Home Office Apr 23	30/04/24	£15.00
14	A Robinson	Clerk Salary Apr 24 + Backpay	30/04/24	£878.16

**Receipts Mar / Apr 2024**

Ref	Payee	Description	Date	Total (£)
1	Unity Bank	Interest	31/03/24	£106.06
2	J Baylis (AUH ASC)	Tennis Courts Notice Board Reimbursement	09/04/24	£1,047.36
3	WDC	Precept & Grant Payment 1 of 2	29/04/24	£10,376.00

**14. 2023-2024 AUDIT:**

(I) Cllr Rowley proposed that Council receive and note the Internal Auditors report, Cllr Wood seconded and all voted in favour.

(II) Cllr Rose proposed that Council approve Section 1 of the Annual Governance Statement (page 4 of the AGAR), Cllr Wood seconded and all voted in favour.

(III) Cllr Rose proposed that Council approve and sign the accounts, Section 2, Annual Governance Statement (page 5 of the AGAR), Cllr Wood seconded and all voted in favour.

(IV) Cllr Rowley proposed that Council approve the year end accounts for 2023-2024, Cllr Rose seconded and all voted in favour.

(V) Cllr Rowley proposed to that Council accept the suggested dates of publication of documents as Monday 3<sup>rd</sup> June 2024 – Friday 12<sup>th</sup> July 2024, Cllr Wood seconded and all voted in favour.

AGAR and all associated documents were circulated by the Clerk to all members prior to the meeting. The AGAR was signed at the end of the meeting.

**15. ASC GRANT APPLICATION:**

Cllr Rose explained to the Council that the ASC has had some recent resignations but was confident that it will continue but would need the help of the community to remain as active as it has done previously. Cllr Rowley proposed that Council Grant the Application applied for by the Ashton Social Club of £3,000. Cllr Wood seconded the proposal and all voted in favour.

**16. RISK ASSESSMENT:**

Cllr Baylis informed the Council that he has now very nearly finished updating the current Risk Assessment. Once the new document is complete then it will be brought to Council for potential adoption.

**17. CONTRIBUTION TOWARDS THE CHAPEL HALL FOR PARISH COUNCIL MEETINGS:**

The Council discussed the ongoing use of the Chapel Hall for Parish Council meetings. All members agreed it was a very good venue and were thankful to the Chapel for allowing them to use it. Cllr Baylis proposed to donate £140.00 for the 23-24 financial year and to re-assess the amount at the close of the 24-25 financial year, Cllr Rowley seconded the motion and all voted in favour. It was also agreed that Cllr Wood would speak to Andrew Barnett to ensure that this is acceptable going forward.

**18. ASHTON88 FOOTBALL TEAM:**

Cllr Wood proposed that the Council support the request from Ashton88 football team to organise improvement works to the football pitch on the provision that Cllr Rose acts as the liaison between the club and the Parish Council. Cllr Baylis seconded the motion and all voted in favour.

**20. INSURANCE RENEWAL:**

Cllr Rose proposed to accept the Insurance Renewal of £437.15 with Zurich Insurance, last year the Parish Council renewal was £430.28. Cllr Wood seconded the motion and all voted in favour.

**21. COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA:**

Nothing further of note.

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

Nothing further of note.

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

Tuesday 2<sup>nd</sup> July 2024.

**2150 hours meeting concluded.**