

# ASHTON UNDER HILL PARISH COUNCIL

Clerk to the Council: Andy Robinson  
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## MINUTES – NOVEMBER 24

From the Parish Council meeting held at 7.00pm on **Tuesday 12<sup>th</sup> November 2024** at AUH Chapel Hall.

It was fully accessible to the public and press.

**Present** – Cllr D Rose (Chairperson), Cllr K Rowley, Cllr J Baylis, Cllr S Masding, Cllr M Wood, District Cllr B Hardman, Andy Robinson (Clerk). 5 members of the public.

### 1. WELCOME, PRESENT AND APOLOGIES FOR ABSENCE:

The Chair welcomed all present. Apologies received from Cllr D Cope & County Cllr A Hardman.

### 2. 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).

### 3. DECLARATIONS OF INTEREST REMINDERS.

### 4. PUBLIC QUESTION TIME:

Members of the Teddington & Alstone A46 Advisory Group (TAAG) spoke in relation to item 12 on this Agenda. They explained why option 3 and route B was the preferred option under the potential route options engagement and requested that the Parish Council join them to vote for the same.

Local resident Mr Nigel Akers spoke in relation to item 13. He presented a proposal that he is given authority by the Council to lead the Defib role and associated training and explained his reasons why. He also requested a budget to enable training and associated expenses relating to the defibrillator.

### 5. APPROVAL OF MINUTES:

Cllr Masding proposed to accept the draft minutes published and circulated by the Clerk for the Parish Council Meeting of 10<sup>th</sup> September 2024, Cllr Wood seconded and all voted in favour.

District Cllr B Hardman joined the meeting.

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

- (I) Delegated authority on items listed under Planning below.
- (II) Budget figures for 2025-26 to be with the Clerk by 15<sup>th</sup> November please.
- (III) Council noted the new Staff Pyscales 2024-25.
- (IV) The Clerk explained, due to time restrictions in relation to the External Audit Return, it was decided between meetings to display the notice for a minimum of 14 days and to charge a reasonable sum of £10.00 to provide any requested copies of the Annual Governance and Accountability on any requests from members of the public. This remains unchanged from 2023.
- (V) The Clerk has sent a letter to the landowner of land behind the War Memorial, requesting they consider carrying out some maintenance as requested at the previous meeting. To date there has been no response to the letter.
- (VI) The VAS post on The Groaten has now been replaced by highways, Council are now awaiting assistance from the manufacturer to carry out the battery repair and installation but hope this will be completed very soon.

### 7. COUNTY AND DISTRICT COUNCILLORS REPORTS:

District Councillor Beverley Hardman:

Verbal update provided, including:

- New District street cleaning company appointed.
- Information on local democracy day.
- 'Do 1 thing' app – this is a government app aimed at people up to 35 years old to assist with all things related to finance.
- Both Evesham and Pershore swimming pools will be closed for approximately 12 weeks next year for the installation of a new heating system. Dates are to be confirmed.

County Councillor Adrian Hardman (not present – report via Cllr B Hardman):

- Library bus is changing to an electric vehicle.
- County Council finances are in a poor state.

Cllr Rowley joined the meeting.

### 8. PROGRESS REPORTS:

- A. Social Centre** – updates from Cllr Rose. Social Centre meeting tomorrow (Weds 13<sup>th</sup> November). Tom Archer is the new Chairperson.
- B. Police** – unallocated, nothing to report.
- C. Lengthsman** – the Clerk stated there was nothing to report.
- D. Flooding** – unallocated. Clerk will contact Cllr A Hardman re. any progress to the flooding reported outside the chapel.
- E. Highways & Byways** – Cllr Masding. Nothing to report.
- F. Trees** – Cllr Wood reported on progress regarding any necessary work to the trees but stated he is struggling to work out which trees belong to the Parish Council, which are Highways and which are privately owned. The Clerk will try and get a list of all the trees in the Parish that are subject to TPO's and also a map of Parish Council trees.
- G. Footpaths** – Cllr Wood, nothing to report. Item to be added to Highways and Byways in future.
- H. War Memorial & Steps NHB** – Cllr Wood reported that the choice of stone was very in depth and was not in a position to display any samples as of yet. Cllr Wood will continue this and the Clerk will also chase Barry Barnes in relation to queries put forward by Cllr Wood.

- I. **Long Carrant (A46) Improvements** – All members. Cllr Wood reported positive progress in relation to a potential speed reduction on the A46 around Long Carrant Park (LCP). National Highways also state that new signs have also been designed to warn motorists of the entrance to LCP on the A46.

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

<a href="#">W/24/01711/ADV</a>	The Pig Barns, The Groaten	Erection of advertising signs for location and directions (retrospective).	No objection submitted.
<a href="#">W/24/01700/CU</a>	Northfield Farm	Retrospective application for change of use of buildings and land to mixed B8 and B2 uses; storage, maintenance and distribution of machinery and equipment.	No objection submitted.
<a href="#">W/24/01991/LB</a> <a href="#">W/24/01917/HP</a>	Little Thatch, Beckford Road	Single storey side extension.	No objection submitted.

**10. FINANCE:**

- (I) Cllr Masding proposed to approve the 2<sup>nd</sup> quarter accounts for 2023-24. Cllr Rowley seconded the motion and all voted in favour. Accounts were circulated to all members prior to the meeting and are available from the Clerk on request.
- (II) Cllr Rowley proposed to approve the below Receipts and Payments, Cllr Baylis seconded and all voted in favour.

Bank balances as at 31<sup>st</sup> October 2024:

Current account balance	-	£25,924.55
Savings account balance	-	£15,790.77
<b>Total</b>		<b>£41,715.32</b>

**Payments Sep / Oct 2024**

Ref	Payee	Description	Date	Amount (£)
1	A Robinson	Clerk Home Office Aug 24	02/09/24	£ 15.00
2	ICO	ICO Annual Membership	05/09/24	£ 35.00
3	WCC Pension Fund	Pension Contributions Aug 24	17/09/24	£ 199.22
4	PATA Payroll	Payroll 2nd Quarter	17/09/24	£ 31.05
5	A Robinson	Clerk Stationary (Printer Ink)	24/09/24	£ 143.61
6	A Robinson	Clerk Home Office Sep 24	30/09/24	£ 15.00
7	A Robinson	Clerk Salary Sep 24	30/09/24	£ 592.99
8	Unity Bank	Service Charge 2nd Quarter	30/09/24	£ 18.00
9	PKF Littlejohn	External Audit 2023-24	09/10/24	£ 252.00
10	HMRC	Jul / Aug / Sep 24	09/10/24	£ 455.49
11	RBL Poppy Appeal	Poppy Wreath 2024	21/10/24	£ 25.00
12	A Robinson	Clerk Salary Oct 24	30/10/24	£ 592.99
13	A Robinson	Clerk Home Office	31/10/24	£ 15.00
14	Unity Bank	Service Charge	31/10/24	£ 5.40

**Receipts Sep / Oct 2024**

Ref	Payee	Description	Date	Total (£)
1	WDC	Precept & Grant Payment 2 of 2	26/09/24	£ 10,374.00
2	Unity Bank	Interest	30/09/24	£ 108.74

**11. WAR MEMORIAL STEPS (STONE CHOICE):**

Discussed during progress reports (8h).

**12. M5 J.9 & A46 (ASHCHURCH) TRANSPORT SCHEME POTENTIAL ROUTE OPTIONS ENGAGEMENT:**

Cllr Masding proposed to support option route B and also proposed that the Parish Council publicise the link to the 'Route Options Engagement' by Gloucestershire County Council to parishioners. Cllr Rose seconded the motion and all voted in favour.

**13. DEFIBRILLATOR AND TRAINING RESPONSIBILITIES:**

Cllr Baylis proposed to take up Mr Nigel Akers offer of taking on the responsibilities relating to the Parish Defibrillator, Cllr Baylis also proposed to allow funds of up to a maximum of £400.00 from Parish Council reserves to go towards Training / Establishing a

list of Emergency contacts and glossy promotional cards, to promote defib awareness. Cllr Masding seconded the motion and all voted in favour.

Cllr Wood left the meeting.

**14. ST BARBARA'S CHURCH GRANT REQUEST:**

Cllr Rose proposed to award St Barbara's Church £1,800 as requested via a Parish Council grant, Cllr Rowley seconded the motion and all voted in favour. Grant forms and associated documents were circulated to members prior to the meeting and are available from the Clerk on request.

**15. CONCLUSION OF AUDIT 2023-24:**

Council noted the conclusion of the 2023-24 External Audit completed by PKF Littlejohn who raised no concerns. The notice was published prior to 30<sup>th</sup> September 2024 as per the regulations.

**16. NEW FINANCIAL REGULATIONS:**

Cllr Masding proposed to adopt New Financial Regulations which had been circulated by the Clerk prior to the meeting. These are model financial regulations issued by NALC, adaptations have been made by the Clerk to ensure relevant to this Parish Council. Cllr Rose seconded the motion and all voted in favour. The new regulations are available from the Clerk on request and will be posted on the Parish website in due course.

**17. EQUALITY ACT 2010:**

New legislation in October 24 (s.40a Equality Act 2010) places greater responsibilities and legal requirements on Councils, along with employers, to take proactive steps to prevent Sexual Harassment at work. Cllrs Rowley and Baylis offered to investigate this further to establish steps that should be taken and draw up a Policy where necessary. Cllr Rose proposed Council accept the offer, delegate the responsibility to Cllrs Rowley and Baylis, Cllr Masding seconded and all voted in favour.

**18. WILLOW COTTAGE:**

Council discussed the fact that a letter requesting freedom of information had been sent by the Clerk to the Magistrates Court but as of yet a response has not been received. The Clerk will continue to chase this and report back to Council in due course.

**19. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA'S:**

Cllr Rowley reminded Council that investigations were still ongoing in relation to Bredon Gate and their request for assistance with communal areas.

Cllr Rowley also reminded Council that the issue of Helicopters landing on the playing field is still being investigated. Before any further landings are considered a risk assessment should be completed by the Social Centre.

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

Nothing further of note.

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

Tuesday 14<sup>th</sup> January 2025.

**2100 hours meeting concluded.**