

ASHTON UNDER HILL PARISH COUNCIL

AGENDA – PARISH COUNCIL MEETING: SEPTEMBER 25

Clerk to the Council: Andy Robinson
Email: clerk@ashtonunderhill.org.uk

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 9th September 2025, 7.00pm at Ashton under Hill Chapel Hall.

1. ELECTION OF CHAIRPERSON AND SIGNING OF ACCEPTANCE TO OFFICE OF CHAIRPERSON.

2. WELCOME, PRESENT AND APOLOGIES FOR ABSENCE.

3. DISPENSATIONS:

- (I) Cllr Rose 1 year from 13th May 2025 Ashton Social Centre (ASC), (discussion and voting rights).
- (II) Cllr Cope 1 year from 13th May 2025 Ashton Social Centre (ASC), (discussion and voting rights).
- (III) Cllr Baylis 1 year from 13th May 2025 Ashton Social Centre (ASC), (discussion and voting rights).

4. 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.

5. CO-OPTION OF NEW PARISH COUNCILLOR(S) / SIGNING OF DECLARATION OF ACCEPTANCE TO OFFICE.

6. THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTION TIME:

The time allocated is at the discretion of the 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.

7. CLERK UPDATES & URGENT DECISIONS (DELEGATED AUTHORITY):

- (I) Delegated authority on items listed under Planning below.
- (II) Submission of letter to Planning Inspector via Planning Officer Gavin Greenhow, in relation to a certificate of proposed lawful development appeal (W/25/00075/CLPU).
- (III) Council to note the National Joint Council for Local Government Services (NJC) has reached an agreement on rates of pay applicable from 1 April 2025 to 31 March 2026. This results in a slight pay increase for all employees.
- (IV) The defib grant via the BHF was unsuccessful.

8. APPROVAL OF MINUTES:

- (I) For the Parish Council Meeting on 8th July 2025.

9. COUNTY & DISTRICT COUNCILLORS REPORTS.

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

(A) Social Centre – Cllr DC	(B) Police – Unallocated	(C) Lengthsman – Clerk *
(D) Flooding – Unallocated	(E) Highways & Byways – Cllr SM	(F) Trees – Cllr MW
(G) War Memorial & Steps – Clerk / Cllr MW.	(H) A46 Safety Improvements – Cllr MW	(I) VAS – Cllr JB
(J) Missing Postbox – Cllr MW	(K) Waste bin layby A46 – DC BH?	(L) Parish Security – all.

*Steve Baker has resigned from his position as Lengthsman. The process of appointing a new Lengthsman is now underway. Council to consider allocating powers to a committee to appoint a suitable replacement.

11. PLANNING APPLICATION NOTIFICATIONS (lead Cllr Rose):

W/25/01738/LB	Walnut Thatch, Beckford Road	Removal of wall between kitchen and dining room. Reduce size of boiler room cupboard. Repair and replacement of existing panels to the north elevation.	No objection submitted 26 th August 2025.
W/25/00413/HP	Beauchamp House, Paris	New Porch, Hip to Gable front extension, changes to external materials and alternations to fenestration	Decision pending.

12. FINANCE:

Bank balances as at 31st August 2025

Current account balance	-	£19,321.40
Savings account balance	-	£16,115.71
Total	-	£35,437.11

ASHTON UNDER HILL PARISH COUNCIL

AGENDA – PARISH COUNCIL MEETING: SEPTEMBER 25

(I) Proposal to approve the below Receipts and Payments.

Payments Jul / Aug 2025

Ref	Payee	Description	Date	Amount (£)
1	Zoe Kirby	Internal Audit 24-25	08/07/25	£ 210.00
2	HMRC	Employer Tax Apr - Jun 25	08/07/25	£ 639.58
3	WCC Pension Fund	Pension Contributions Jul 25	16/07/25	£ 206.61
4	Wychavon Sports	Parish Games 2025	16/07/25	£ 10.00
5	Barton Hyett Assoc	Tree Survey	16/07/25	£ 660.00
6	A Robinson	Clerk Salary Jul 25	28/07/25	£ 615.09
7	A Robinson	Clerk Home Office Jul 25	31/07/25	£ 15.00
8	Unity Trust Bank	Service Charge	31/07/25	£ 6.00
9	WDC	Dog Waste Bins Cleansing The Groaten / Back Lane	20/08/25	£ 233.69
10	A Robinson	Clerk Salary Aug 25	28/08/25	£ 615.09
11	Unity Trust Bank	Service Charge	31/08/25	£ 6.00

Receipts Jul / Aug 2025

Ref	Payee	Description	Date	Amount (£)
	NIL			

13. BANK SIGNATORY:

Proposal to appoint a third Cllr as signatory for the Parish Council accounts, following the resignation of Cllr Rowley (who was a signatory).

14. CONCLUSION OF EXTERNAL AUDIT 2024-25:

Please note, the conclusion of Audit has been returned to the Clerk from PKF Littlejohn with no concerns raised. The notice will be published prior to the 30th September 2025 as per the regulations.

Council to agree a suitable fee for those requesting printing of Audit documents.

15. DEFIBRILLATOR:

Proposal to contribute funding towards the purchase of a new defibrillator to be sited outside the Chapel, Elmley Road. Nigel Akers has requested this project and has already secured £625.00 towards the project from another source. He is now requesting that the Parish Council and the ASC each contribute up to £500.00 which will include a suitable storage cabinet and the installation of the machine. Although the Machine would be owned by the Parish Council, Nigel Akers would be the main contact and driver of the project and manager going forward post installation. It is also proposed that the Parish Council allow up to £200.00 a year for replacement parts and maintenance for the machine.

16. TREE SURVEY:

As reported at the previous meeting the tree survey has been completed but there has since been some slight amendments. Cllr Wood to update the Council.

17. PLAYGROUND:

Cllr Rose to provide updates on the play area refurbishment.

(I) Proposal to support the Play Area project as outlined by Cllr Rose in all his previous updates.

(II) Instruct Cllr Rose to implement those actions as detailed in his report dated 24th August 2025.

(III) Instruct Greenfields Ltd to deliver the Play Area project (create a new toddler area and improve / refurbish the existing play area).

(IV) Allocate from the allocated Green Spaces Fund (25-26 Budget) up to £6,000 to partly fund the Play Area project.

18. WEB HOSTING:

Council to consider the future of the Parish Council Website hosting. The site is currently managed by Webbees, who charge £280.00 per annum. A new quote has been provided by 'Parish Council Websites' for a re-build of the site to better suit the needs of the Council and the Parish. The re-build costs would amount to £749.00 and then an ongoing fee of £21.85 per month for hosting and support. The full detailed quotation has been circulated to all members prior to the meeting and is available via the Clerk.

19. DEFIBRILLATOR TRAINING EXPENSES:

ASHTON UNDER HILL PARISH COUNCIL

AGENDA – PARISH COUNCIL MEETING: SEPTEMBER 25

Proposal to re-imburse Cllr Wood £40.00 for defibrillation training that occurred on 10th July 2025.

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.

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

- Nothing further.

22. PROVISIONAL NEXT MEETING (ALWAYS CHECK WEBSITE FOR UPDATES) - Tuesday 11th November 2025.

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