

ASHTON UNDER HILL PARISH COUNCIL

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

MINUTES – SEPTEMBER 2025

From the Parish Council meeting held at 7.00pm on **Tuesday 9th September 2025** at AUH Chapel Hall.

It was fully accessible to the public and press.

Present – Cllr S Masding (Chairperson), Cllr D Rose, Cllr D Cope, Cllr M Wood, Cllr D Reed, District Cllr B Hardman, Andy Robinson (Clerk). 0 members of the public.

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

Cllr Rose resigned from his position as Chairman but remained as a Councillor. Cllr Rose proposed to elect Cllr Masding to the position of Chairperson, Cllr Cope seconded and all voted in favour. Cllr Masding signed the acceptance of office.

2. WELCOME, PRESENT AND APOLOGIES FOR ABSENCE:

The Chair welcomed all present. Apologies of absence from County Cllr A Hardman.

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 INTEREST REMINDERS:

The Chairperson reminded all members of their responsibilities regarding declarations of interest.

5. CO-OPTION OF NEW PARISH COUNCILLOR / SIGNING OF DECLARATION OF ACCEPTANCE TO OFFICE:

The Council received one application for Co-option from Diane Reed. Cllr Wood proposed to co-opt Diane Reed to the Parish Council, Cllr Rose seconded the motion and all voted in favour. The Acceptance to Office was signed.

6. PUBLIC QUESTION TIME:

No members of the public.

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 noted 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:

Cllr Wood proposed to approve the Minutes relating to the previous Parish Council meeting, held on 8th July 2025. Cllr Cope seconded and all voted in favour.

9. COUNTY & DISTRICT COUNCILLORS REPORTS:

District Cllr Beverley Hardman:

- 1. Unitary updates.
 - 2. Cllr Hardman explain the new Draft 'Local Nature Habitat Map' which has been produced for the area. [Draft Local Habitat Map](#)
- County Cllr Adrian Hardman – not present. Written report available via the Clerk on request.

10. PROGRESS REPORTS:

- A. Social Centre** – Cllr Cope – no updates.
- B. Police** – unallocated, nothing to report.
- C. Lengthsman** – the Parish Councils Lengthsman has resigned between meetings and an advert for the position had been circulated. Mr Jeremy Moore has applied for the position and the Council met with Mr Moore prior to the meeting. Cllr Masding proposed that the Council employ Mr Moore as the new Lengthsman, Cllr Wood seconded the motion and all voted in favour.
- D. Flooding** – unallocated, nothing further to report.
- E. Highways & Byways** – Cllr Masding to be removed as lead. Nothing to report.
- F. Trees** – Cllr Wood reported that there had been a clerical error in the report provided by Barton Hyett which has now been amended. Cllr Wood will obtain 3 quotes to carry out the work that has been suggested within the report.
- G. War Memorial & Steps NHB** – still awaiting updates from Barry Barnes at WCC.
- H. Long Carrant (A46) Improvements** – All members. Cllr Wood reported it was still ongoing. Cllr Wood will chase Harriet Baldwin MP re speed restrictions and the missing post box.
- I. VAS** – Cllrs request that this is removed from the progress reports.
- J. Missing Postbox** – Cllr Wood requested that this progress report is changed to Laybys. Cllr Reed agreed to be the lead on this and will report back to Council on the state of the laybys around the Parish, particularly the amount of litter / fly tipping.

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	No objection submitted. DIO Cllr Cope.

12. FINANCE:

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

Bank balances as at 31st August 2025:

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

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	Total (£)
	NIL			

13. BANK SIGNATORY:

Cllr Masding proposed that he is the third signatory for the Parish Council along with Cllr Rose and Cllr Wood, Cllr Rose seconded the motion and all voted in favour.

14. CONCLUSION OF EXTERNAL AUDIT 2024-25:

The Council noted the conclusion of the external audit. The notice will be published prior to the 30th September 2025 as per the regulations.

15. DEFIBRILLATOR:

Cllr Masding proposed that the Council allocate funding of up to £500.00 towards the purchase of a new defibrillator as per Nigel Akers recommendations. Cllr Rose seconded the motion and all voted in favour. It was also agreed within the same motion that £200.00 is allocated within the Budget for replacement parts and maintenance.

16. TREE SURVEY:

Dealt with under item 10(f).

17. PLAYGROUND:

Cllr Rose provided updates on the planning progress of the playground renovations. Cllr Masding then proposed the following:

- (I) 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) Allow the Clerk and Cllr Rose to instruct Greenfields Ltd to deliver the Play Area project (create a new toddler area and improve the existing play area).
- (IV) Allocate funding of up to £6,000 from the Green Space Fund (25-26 Budget) to partly fund the Play area project.

Cllr Wood seconded the motion and all voted in favour.

It was also agreed under the same motion that should the project fall short of the predicted expenditure then any refund would be proportionally returned to the Parish Council and the ASC.

18. WEB HOSTING:

Council discussed the quotation from Parish Council Websites to move the Parish Council site to their management. Cllr Wood proposed that the Council should go ahead with this change, Cllr Rose seconded the motion and all voted in favour. The quote had previously been circulated to all members and a copy is available via the Clerk.

19. DEFIBRILLATOR TRAINING EXPENSES:

Cllr Rose proposed that the Council should re-imburse Cllr Wood £40.00 for the cost of defibrillator training provided to the community on 10th July 2025. Cllr Masding seconded the motion and all voted in favour except Cllr Wood who did not vote due to his interest.

20. COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDA'S:

Nothing further.

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

None.

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

Tuesday 11th November 2025.

2050 hours meeting concluded.