

ASHTON UNDER HILL PARISH COUNCIL

AGENDA – PARISH COUNCIL MEETING: NOVEMBER 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 11th November 2025, 7.00pm at Ashton under Hill Chapel Hall.

1. WELCOME, PRESENT AND APOLOGIES FOR ABSENCE.

2. 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).

3. 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.

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

5. 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.

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

- (I) Delegated authority on items listed under Planning below.
- (II) The decision was made by the Clerk and the Chairman to purchase a memorial wreath as per previous years from the Royal British Legion at a cost of £25.00.
- (III) Parish Council Websites have been appointed as new website hosts. The transition process is likely to take approximately one month to complete.
- (IV) Please ensure all engage with the Budget process and submit predicted 2026-27 expenditure to the Clerk ASAP.

7. APPROVAL OF MINUTES:

- (I) For the Parish Council Meeting on 9th September 2025.

8. COUNTY & DISTRICT COUNCILLORS REPORTS.

9. 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 – Unallocated	(F) Trees – Cllr MW
(G) War Memorial & Steps – Clerk / Cllr MW.	(H) A46 Safety Improvements – Cllr MW	(I) Missing Postbox – Cllr MW
(J) Waste bin layby A46 – Cllrs DC BH	(K) Parish Security – all.	

10. PLANNING APPLICATION NOTIFICATIONS (lead Cllr Rose):

(I)

W/25/00413/HP	Beauchamp House, Paris	New Porch, Hip to Gable front extension, changes to external materials and alternations to fenestration	No objections submitted.
W/25/02283/AGR	Land at (OS 0020 3778) The Groaten	Agricultural building for the storage of hay and straw	Decision Pending

(II) Updates from Cllr Wood on Planning Inspectorate Hearing APP/H1840/X/25/3368872

11. FINANCE:

Bank balances as at 31st October 2025

Current account balance	-	£18,562.42
Savings account balance	-	£6,204.02
Total	-	£24,766.44

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

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(II) Proposal to approve accounts up to the end of the second quarter 25-26. Accounts circulated to all members prior to the meeting and are available from the Clerk on request.

Payments Sep / Oct 2025

Ref	Payee	Description	Date	Amount (£)
1	A Robinson	Clerk Home Office Aug 25	01/09/25	£ 15.00
2	WCC Pension Fund	Pension Contributions Aug 25	02/09/25	£ 213.23
3	A Robinson	Clerk Back Pay + Statutory increase	02/09/25	£ 102.92
4	ICO	ICO Annual Payment	05/09/25	£ 47.00
5	Mr Martyn Wood	Defib Training Expenses	16/09/25	£ 40.00
6	A Robinson	Clerk Salary Sep 25	29/09/25	£ 615.09
7	A Robinson	Clerk Home Office Sep 25	30/09/25	£ 15.00
8	Greenfields	Playground Payment 1 of 2 Invoice 9481	30/09/25	£ 4,000.00
9	Unity Trust Bank	Service Charge	30/09/25	£ 6.00
10	Jeremy Moore	Lengthsman Sep 25	01/10/25	£ 176.00
11	PKF Littlejohn	External Audit 24-25	01/10/25	£ 252.00
12	Greenfields	Playground Payment 1 of 4 Invoice 9480	01/10/25	£ 3,000.00
13	Greenfields	Playground Payment 2 of 2 Invoice 9481	01/10/25	£ 476.90
14	Greenfields	Playground Payment 2 of 4 Invoice 9480	03/10/25	£ 4,000.00
15	Greenfields	Playground Payment 3 of 4 Invoice 9480	06/10/25	£ 3,500.00
16	A Robinson	Salary Shortfall (Sep 25)	06/10/25	£ 19.64
17	PATA Payroll	Payroll Jul / Aug / Sep / Arrears CALC	06/10/25	£ 52.35
18	WCC Pension Fund	Pension Contributions Sep 25	06/10/25	£ 213.23
19	Greenfields	Playground Payment 4 of 4 Invoice 9480	07/10/25	£ 3,203.21
20	RBL Poppy Appeal	Remembrance Wreath Donation	21/10/25	£ 25.00
21	HMRC	Employer Tax Jul - Sep 25	21/10/25	£ 693.65
22	WCC Pension Fund	Pension Contributions Oct 25	23/10/25	£ 213.23
23	Jeremy Moore	Lengthsman Oct 25	23/10/25	£ 176.00
24	A Robinson	Clerk Salary Oct 25	28/10/25	£ 634.53
25	A Robinson	Clerk Home Office Oct 25	31/10/25	£ 15.00
26	Unity Bank	Service Charge	31/10/25	£ 6.00

Receipts Sep / Oct 2025

Ref	Payee	Description	Date	Amount (£)
1	WDC	Precept Payment 2 of 2 25-26	29/09/25	£10,754.00
2	Unity Trust Bank	Interest	30/09/25	£88.31
3	Worcs CC	Lengthsman Reclaim Sep 25	14/10/25	£198.00

12. DEFIBRILLATOR:

Following on from the previous meeting where Council agreed to allocate up to £500.00 funding towards a new Parish Defib. Council to now consider and authorise if appropriate the purchase of this new Defib machine. Donations towards this project have also been received from AOG. It is proposed that this machine will be purchased and owned by the Parish Council, Mr Nigel Akers has led the project and will continue to manage it going forward. It is proposed that the machine is sited outside the Chapel Hall, Elmley Road and that it is purchased from *The Defib Pad* at a price of £1050.00 excl. VAT. Three quotes have been obtained and circulated to all members prior to the meeting and are available from the Clerk on request. Council also to discuss the fitting of the machine and allow a fitting cost if necessary.

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13. ST BARBARA’S CHURCH GRANT APPLICATION:

Council to consider an application for a Parish Council grant of £2,000 to be awarded to St Barbara’s Church. Documents circulated to all members prior to the meeting and available from the Clerk on request.

14. VILLAGE HALL ROOF:

Proposal for the Parish Council to assist funding the repairs to the Village Hall roof.

15. TREE SURVEY:

Cllr Wood to report back to the Council on the quotes for the advised work on the Parish Trees. Council to authorise expenditure where necessary and agree the appointment of the contractor.

16. PLAYGROUND:

Cllr Rose to provide updates on the play area refurbishment.

17. PARISH COUNCIL SOCIAL MEDIA AND EMAIL:

Council to consider authorising Social Media posts and village emails to be continued by Karen Rowley.

18. 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.

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

- Nothing further.

20. 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)**