



Ashchurch Rural Parish Council  
Locum Clerk: Ruth Waller

MINUTES of a Meeting of Ashchurch Rural Parish Council held in the Dunlop Room of the Devereux Centre on **Tuesday 27<sup>th</sup> July 2021**, commencing at 6.30pm.

Cllrs In attendance: Cllrs John Hargreaves (Chairman), Angela Brown, Brian Cook, David Garnett and Gordon Shurmer

District Councillor: Mel Gore

County Councillor: Vernon Smith

Locum Clerk: Ruth Waller and two members of public

**PUBLIC PARTICIPATION:** No comments

**01. WELCOME AND APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Cllrs Davies and Brown

**02. TO RECEIVE COMMENTS AND CONCERNS FROM MEMBERS OF THE PUBLIC:** No comments at this point. Some representations had been received relating to planning matters and Council agreed these would be considered at that point on the agenda.

**03. DECLARATIONS OF INTEREST:** None declared

**04. THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 30<sup>th</sup> June 2021** were proposed by Cllr Garnett to be a true and accurate record and seconded by Cllr Cook. These were approved by Council and duly signed by the Chairman.

**05. TO RECEIVE REPORT FROM THE COUNTY COUNCILLOR:** Cllr Smith updated Councillors on the following issues:

- Backlog of work relating to Highways Department: Cllr Smith advised that they were still working to the 28-day completion target, but do not yet have full capacity of workforce.
- Junction 10 meeting to be held next week and would be going to Consultation in the Autumn.
- Flooding: 'Keep Tewkesbury Open' initiative will also have a positive impact for Ashchurch.
- Provisional date of September 18<sup>th</sup> for public exhibition in Tewkesbury titled "Tewkesbury 2030: Come and Give us your Views" on September 18<sup>th</sup> to include drawings from GCC, Environmental Agency and Highways England to include consultation on Junction 10.

Cllr Hargreaves stated that the work previously agreed on the Pamington junction had now been withdrawn.

**Action: Cllr Hargreaves to liaise with County Cllr Smith regarding this issue.**



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**06. TO RECEIVE REPORT FROM THE BOROUGH COUNCILLOR:** Cllr Gore provided a detailed update to Council including the following points:

- Gotherington High Court Hearing was held last week. The Judge would make his judgment as soon as possible.
- Tree Preservation Orders are now on TBC website according to Parish areas. Cllr Brown requested a site visit from the Tree Officer relating to an Ash Tree in the Parish. Cllr Gore advised Cllr Brown to copy her into this correspondence.
- Tewkesbury Borough Council would be making a representation against the Proposed boundary changes
- Deerhurst Industrial Park (A38): The planning application on the adjoining field was originally 'Minded to Permit' by TBC Committee as the Applicants have already submitted an Appeal application. However, due to concern over access safety, this has been changed to 'Minded to Refuse'.

**07. TO RECEIVE UPDATE REPORTS ON THE FOLLOWING MATTERS:**

- A46/M5 solution:** No further update available: This had been dealt with in the County Councillor's report.
- Garden Town:** Meeting with Garden Town Group and Northway last week. Cllr Garnett raised concern over the timing of papers and that much of the information was deemed as confidential. The Rail Network Strategy Report had been circulated to members.
- PC Association update:** Cllr Hargreaves reported that 16 Councils had now joined the association. Cllr Davies was in communication with one Parish Council who were not in favour of the aims of this group.
- Defibrillator:** All defibrillators had been checked. The new pads and battery for the defibrillator at Ashchurch Village Hall were now available for installation.  
**Action: Cllr Hargreaves to install new battery + pads into defibrillator at the Village hall.**
- Working Groups:** It was noted that only the Garden Town Working Group were meeting. No update from this group at present.

**08. Financial Reports - Balances and Reconciliation:**

- A bank reconciliation had been circulated prior to the meeting.** The Clerk advised that not enough evidence of transactions during April was available for the bank reconciliation to be signed at this meeting.



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**ii) Council resolved to approve the following payments:**

Payment/ Cheque No	Amount	Payee	Purpose	Authority	VAT to be re-claimed
	£TBC	Mrs R Waller	Salary (June-July)	LGA 1972, s.112(2)	None
	£TBC	HMRC	Tax + NI	LGA 1972, s.111	None
Invoice 01096	£69.30	New Docs Ltd	Room rental (July)	LGA 1972, s.133	£11.55
Invoice 6923	£195.00	GAPTC	Internal Audit Fee	LGA 1972, S.111	None
	£1125.00	Jeremy Brooks	Grass cutting	PHA 1875, s.164	None
Invoice 0282	£866.40	John Preece + Sons	Grass cutting	PHA 1875, s.164	£144.40
Invoice 409	£12.00	Northway PC	Room Rental (May 19 <sup>th</sup> )	LGA 1972, s.133	£2.00
Invoice 410	£18.00	Northway PC	Room Rental (May 24 <sup>th</sup> )	LGA 1972, s.133	£3.00
Invoice 419	£30.00	Northway PC	Room Rental (June 30 <sup>th</sup> )	LGA 1972, s.133	£6.00
Invoice 9082	£273.60	Community Heartbeat Trust	Defibrillator pads + battery	PHA 1936, s.234	£45.60

**The following Receipts were noted totaling £10,750:** £5,000 from Kermerton PC and £5,750 detailed as Credit 000002 (Northway PC £5,000 + Bredon PC £750 both by cheque)

**iii) The Council resolved the purchase of equipment for new staff, within a budget of £2,000.**

This would include purchase of new laptop and necessary software and a Smart mobile phone.

**Action: The Clerk to obtain 3 quotes for a laptop and information relating to the costs of a mobile phone.**

**iv) The Council agreed the rental of an office for the Council staff to use as a temporary arrangement until a more permanent office could be established in Ashchurch.**

The rental charge for the office is £10 an hour.

**9. To consider dates for future Council meeting 2021-22:** The following dates were agreed:

16th August, 20th September, 18th October, 15th November and 13<sup>th</sup> December 2021.

17<sup>th</sup> January, 21<sup>st</sup> February, 21<sup>st</sup> March and 18<sup>th</sup> April 2022.

**10. To discuss nomination of councillors at the next Elections:** Noted by Councillors that they should consider if they were going to re-stand for Election in 2023 and to advise the Chairman if they did not intent to re-stand. Clerk advised that this election would be administered through Tewkesbury Borough Council. The Parish Council would not be able to co-opt Members at that time, unless directed by the Elections Team.



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**11. To consider and agree a response to the Community Governance Review 2021:** Council resolved to object to the proposed changes. It was also agreed that the number of Councillors should be increased to recognise the expansion in the Parish.

**12. To adopt an Internal Controls Policy, as circulated to Councillors prior to the meeting:** This item was deferred to the next meeting as Councillors had not familiarised themselves with the updated Policy.

*Cllr Garnett left the meeting at 8.45pm, returning at 8.47pm*

**13. To receive an update relating to the following Assets:**

**i) Dog Bin and Notice Board at Aston Cross:** The Clerk advised that she was now in contact with TBC and the dog bin would be ordered in the next few weeks. It was agreed that the notice board could be ordered, as per what had previously been agreed. A header board was to be included to show the Parish Council's name.

**Action: Locum Clerk to order the specified notice board.**

**ii) Notice Board at Chammomile Road:** Cllr Hargreaves stated that this had been taken down by the builders and that the Council's responsibility to ensure that it was reinstated in due course.

**iii) Refurbishment of street furniture in Pamington:** No progress on this maintenance. Cllrs noted that this did need to be completed before the autumn.

**14. To receive an update report relating to the Neighbourhood Development Plan:** Cllr Hargreaves reported that Regulation 15 had now been submitted and that Regulation 16 would be ready to go to consultation in November.

**15. To receive an update report on the Judicial Review on Ashchurch Bridge and approve the publishing of latest papers onto ARPC web site.** Cllr Davies had provided an update on this to members prior to the meeting. Council unanimously agreed that the updated papers could be published onto the Council's website.

**16. To consider request from the Clerk to set up a Parish Council Facebook page:** Councillors were not in favour of this proposal at this current time. It was acknowledged that communications between the Council and residents did require improving.

## **17. PLANNING**

For consideration:

- i) GCC Planning [Application 21/0049/TWREG3: Permission for temporary building and Nursery relocation on existing school site. Ashchurch Primary School, Ashchurch](#) Road, Tewkesbury, GL20 8LA: Council resolved that there was no objection to this application.
- ii) [21/00897/FUL](#) | Erection of a two-storey rear extension. | Brook Cottage Walton Cardiff Lane Tewkesbury Gloucestershire GL20 7BL : Council supported this application.



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For Noting:

- iii) Erection of a single storey rear extension and the insertion of two rear roof lights. 19 Cinnamon Close Walton Cardiff GL20 7FN 21/00552/FUL **Permit**
- iv) Installation of solar PV panels on South roof elevation. 1 Brook House Barns Aston Carrant Road Aston-On-Carrant GL20 8HL 21/00441/FUL **Refused**
- v) Installation of a flue outlet from boiler into side elevation of existing dwelling The Stirrups Pamington Lane Pamington GL20 8LX Ref. No: 21/00379/LBC Status: **Consent**
- vi) Approval of reserved matters (appearance, layout, scale and landscaping) comprising Part Phase 2 East of Outline planning permission ref: 17/01203/FUL for the erection of a Retail Outlet Centre and associated works. Land South Of The A46 And North Of Tirlbrook Ashchurch Tewkesbury Gloucestershire Ref. No: 20/00442/APP: **Approved**
- vii) Provision of a temporary car park (comprising 346 spaces) for a period of five years in connection with the Retail Outlet Centre. Land South Of The A46 And North Of Tirl Brook Ashchurch Tewkesbury Ref. No: 20/00443/FUL **Permit**
- viii) 21/00616/FUL: Applewood, Aston Cross – demolition of garage, 2 storey extension: **REFUSED**

**18. To discuss update relating to the Planning Submission of Solar Farm Project at Claydon Farm and agree next actions:** Clarification is required by the Parish Council for the details of the funding agreement from the developers for this project.

**Action: The Clerk to include this item on the agenda for next meeting to receive an update on this item from Cllr Davies.**

**19. HIGHWAYS. The following updates were received:**

- i) Grass Cutting: This had been completed today.
- ii) Flooding on Natton Lane: Cllr Garnett provided an update to Council regarding the on-going discussions with GCC. Cllr Garnett proposed that the Parish Council write to Network Rail regarding the decision made in 2006 over the size of the Culvert. This was seconded by Cllr and unanimously approved.

**Action: Cllr Garnett to liaise with the Locum Clerk to draft a letter to Network Rail.**

- iii) Winter Update, including snow warden + snow plough operator: Locum Clerk informed Cllrs that William Gilder was to take over as Snow Warden + Snow plough operator.

**Action: Incoming Clerk to ensure salt is ordered by the 9<sup>th</sup> August**

**Action: Locum Clerk to investigate TBC's procedure regarding the hire of a snow plough.**

- iv) Pamington Junction: This had been brought to Cllr Smith's attention.
- v) Village Signs: It was agreed that the Clerk should contact GCC Highways to arrange the order and location of these signs.

**20. To receive an update relating to the churchyard capacity:** No further update on this as the Parish Council is still waiting for a meeting with the Diocese and Homes England.



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**21. To receive an update report from the RURAL/MARKET TOWN GROUP:** Cllr Garnett requested that the Clerk continued to circulate the emails and that Councillors individually subscribed for this service. The Rural Communities Board suggested that the Parish council subscribed as a Market Town for a trial period of 9 months. The Clerk advised that this item be brought back to the next meeting once further details and costings have been circulated.  
**Action:** Cllr Garnett to forward the email offering this service.

**22. To consider any correspondence received and agree response, if any:** All Correspondence had been circulated to Councillors prior to the meeting.  
**Action:** The Clerk to complete the Government and Admin survey and to follow up the offer of a free Litter Cart.

**23. For Information Only: No items raised**

*Council resolved to extend the meeting by 30 minutes to continue the confidential items.*

**24. Council unanimously resolved to exclude the public and press from the meeting due to the confidential nature of the business to be transacted (staffing).**

**25. To consider the pension payment to the previous clerk and agree actions.**  
It was agreed that the new Clerk and RFO should make enquiries as to ARPC contractual obligations over the previous Clerk's pension rights.

**26. To note the appointment of staff to the role of Clerk and Deputy Clerk as decided at the last council meeting held on 30th June.**  
The councillors were informed that the Clerk and RFO, and the Deputy Clerk had accepted the positions offered. Contracts were being produced for signatures.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**These minutes were agreed by Ashchurch Rural Parish Council and signed by the Chairman at the Parish Council Meeting on 18 August 2021**