



Ashchurch Rural Parish Council

Minutes of the Parish Council Meeting held on
20 September 2021 at 6.30pm

Present: Cllr. J. Hargreaves (Chairman), Cllrs. A. Brown, B. Cook and D. Garnett.
Attendees: Clerk/RFO, J. Owen.
Deputy Clerk, R. Waller (Minute taker), Borough Cllr. Mel Gore and five members of the public.

- 20.9.21.1 To receive and consider apologies for absence and confirm the meeting is quorate**
Apologies were received and accepted from Cllrs. Davies, Shurmer and Street.
COUNCIL AGREED to authorise Cllr. Street's absence on medical grounds and confirmed that it would not impact on the six-month attendance rule.
The Clerk confirmed the meeting was quorate.
- 20.9.21.2 To receive comments from members of the public – no decisions will be made on issues raised. Item requiring decisions will be added to the agenda for the next meeting**
- A resident had expressed concern, via email, regarding the condition of the Play area at Tewkesbury Meadows – it would be added to the agenda for the next Council Meeting
- 20.9.21.3 To receive declarations of interest for items on the agenda below**
None declared.
- 20.9.21.4 To confirm and sign the Minutes of the Parish Council Meetings held on 16 and 23 August 2021**
The Minutes of the Parish Council Meeting held on 16 and 23 August 2021 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the Chairman.
- 20.9.21.5 To receive the Clerk's Report**
The Deputy Clerk briefly outlined the contents of the Clerk's Report which had been circulated to Councillors prior to the meeting.
- 20.9.21.6 To receive report from the Borough Councillor**
Cllr. Gore provided a report which included:
No were no update available on the Joint Core Strategy or the Tewkesbury Borough Plan. TBC had commenced the Heritage Strategy Fund consultation, closing on 29 October 2021. Tewkesbury High Street Heritage Action Fund launched specifically for Church St, High Street e.g. to repair shop fronts.
The Heritage List had been launched to enable historic/special items to be listed.
The Chairman asked about the bus service relating to the Garden Town and why the planning condition had been granted despite objections from the Parish Council. Cllr. Gore confirmed that she would raise it with the Development Management Team Leader of Tewkesbury Borough Council (TBC).
The Settlement Audit was also raised and Cllr. Gore confirmed she would investigate it.
- 20.9.21.7 To receive report from the County Councillor**
A written report had been received from Cllr. Smith and would be circulated to Councillors following the meeting.

- 20.9.21.8 To consider update on Garden Town, consider a community engagement event and agree actions**
A community event was discussed, similar to the recent 'Future Projects Exhibition' however, as there was no further information to share with the public currently, **COUNCIL AGREED** to discuss it further at the next Council Meeting.
- 20.9.21.9 Finances – documents circulated prior to the meeting**
20.9.21.9a To approve the September 2021 payment list/those paid since the last meeting and to note receipts
COUNCIL AGREED the September 2021 Payment list of £1338.68 and payments since the last meeting of £1480.13 (see Appendix A). There were no receipts to report. Booking and therefore payment of the meeting venue was discussed and **COUNCIL AGREED** the Clerk should book the room up until the May 2022 meeting.
- 20.9.21.9b To approve invoice for locum work for July/August 2021 from R. Waller for £320.00, also expenses of £31.50**
This payment was unanimously approved by Council.
- 20.9.21.9c To approve payment of monthly staff salaries based on contracted hours, for the duration of one year, with any extra hours to be authorised at Parish Council Meetings on a monthly basis, in arrears**
This payment was unanimously approved by Council.
- 20.9.21.9d To consider adding a member as a signatory to the Unity Bank Account and agree actions:**
It was noted that Cllr. Cook was also a signatory on the account. As this meant that there were three signatories available, it was agreed that this was sufficient.
- 20.9.21.9e To consider a credit card for delegated use by the Responsible Financial Officer, including agree a credit limit, and agree actions**
Clerk advised that Barclaycard did not charge for a credit card, whereas all others did. Following discussions regarding the credit limit, **COUNCIL AGREED** a £1,000.00 limit would be granted, to be reviewed following initial purchases.
- 20.9.21.10 To consider a request from a parishioner for extra travel vouchers and agree actions**
The Deputy Clerk explained the parishioner's request for extra vouchers and confirmed that she met the criteria. **COUNCIL AGREED** to the request and authorised £100.00 of taxi vouchers.
- 20.9.21.11 To consider the use of St. Nicholas Church Hall as a temporary Parish Office at a cost of £20.00 for a three-hour session and agree actions**
Members discussed the use of St. Nicholas Church Hall, generally, particularly the lack of Wi-Fi. The kitchen at Ashchurch Village Hall was mentioned and it was agreed to visit that venue prior to making a decision. **COUNCIL AGREED** the purchase of a dongle for circa £25.00 plus a low-cost monthly sim card until internet connection was available.
- 20.9.21.12 To consider future grass cutting agreement for St Nicholas Church and agree next actions:**
Clerk advised that under the restriction of s8(1) of the 1894 Local Government Act, The Parish Council was not permitted to contribute towards any church property or its upkeep. (Circa 35-40% of the precept was currently budgeted for grass cutting).
The Clerk recommended that a meeting was arranged with the Parochial Church Council to discuss options for future maintenance.
COUNCIL AGREED to obtain separate quotes for the church yard and the other grass cutting undertaken in the village.
Action: Clerk to obtain three quotes with separate prices for the church yard and other grass cutting undertaken in the village.
- 20.9.21.13 To establish a Planning Committee and consider and approve the Terms of Reference (circulated to members prior to the meeting) and agree actions**

This item was deferred to the next meeting.

COUNCIL AGREED to request two extra Councillors directly from TBC

Action: Clerk to submit request to TBC for two additional Councillors.

20.9.21.14 Planning: To consider and agree response to the following:

20.9.21.14a To consider and agree response to the following Planning Application No. 21/01004/FUL

Erection of a two-storey side extension and single storey rear garden room extension at The Bramleys, Aston Carrant Road, Aston-On-Carrant. GL20 8HL:

Council resolved there was no objection to the application.

Action: Clerk to submit Council's response to TBC via the Planning Portal.

20.9.21.14b To consider Pegasus pre-application for land off Fiddington Lane (circa 170 dwellings)

Councillors expressed their concern regarding the lack of infrastructure being planned, (doctors etc.). The safety of children by the level crossing was also discussed and **COUNCIL AGREED** Network Rail should be made aware.

20.9.21.15 To receive update from Tewkesbury Borough Council Enforcement Officer and

agree actions: The Enforcement Officer had visited the site where the enforcement issue had been reported but had not found any evidence of a dwelling being constructed.

The Clerk had been notified of an issue being investigated related to the extension at White House, Pamington Lane.

20.9.21.16 To establish working group for the Neighbourhood Development Plan and agree Actions

It was suggested that this working group could run under the remit of the Planning Committee. Council resolved to defer this item to the next meeting.

20.9.21.17 To receive update relating to the Solar Farm/ Village Hall and benefit to local community

Gloucestershire Association of Parish and Town Councils had advised the Council that the wording of the Deed of Gift should be updated to ensure payment of S106 would be made at the commencement of the construction.

Action: Clerk to write to J B Solar regarding updating the Deed of Gift document.

20.9.21.18 To receive update on defibrillators and agree actions

Deputy Clerk reported the following information on the locations of the defibrillators, as available on the website:

- Ashchurch at the Village Hall
- Aston-on-Carrant on the wall of the first building on the right on entering the village
- Pamington on the outside of Back into Action Physiotherapy, near Pamington Court Farm

20.9.21.19 To receive update on the Judicial Review on Ashchurch Bridge and agree actions:

The Chairman provided a brief history of the reasons for the Judicial Review. It was noted that the Council was still awaiting the date for the hearing from the Solicitors.

20.9.21.20 To consider the footpath in Claydon Lane ref. locked gate and fencing

The landowners had been notified that the styles were too high and fences were not appropriate. An update was required from PROW Officer at Gloucestershire County Council (GCC).

Action: Clerk to request an update on all PROW reported this year.

- 20.9.21.21 To receive an update on Highways and agree actions**
 Concern raised from Councillors regarding water duct from new development, it had already been raised with County Councillor.
 Vehicle Activated Sign - National Highways stated that the fuse inside the box was being removed. They were attempting to establish a quick resolution but a new sign may be required, which would be funded by GCC/National Highways.
- 20.9.21.22 To consider concerns from residents regarding crossing from the Linden/Barleyfields development to the opposite side of the A46 and agree next actions**
 More information was required from GCC on this. The original plans showed a pelican crossing opposite the new development. Council suggested that the pedestrian crossing could be moved from outside the residential home to the new development.
Action: Clerk/Chairman to contact Cllr Vernon Smith to request further investigation.
- 20.9.21.23. To note agenda items for the next Parish Council Meeting**
- Consider a community engagement event
 - Consider concerns regarding play area
 - The Settlement Audit, if not resolved
 - Consider purchase of a telephone box for a community library
- 20.9.20.24 Date of next Council Meeting - 18 October 2021**

Meeting closed: 20.05pm

APPENDIX A

Payment List for authorisation

Payee	Details	Amount
Zoom	September 2021	14.39
J K Owen	Clerk's Expenses - September 2021	22.80
Gooch Group Ltd	Windows cleaned on 3 September 2021	54.49
Toddington Village Hall	Room hire for two Clerk/Deputy Clerk meetings	32.00
Jeremy Brookes	Inv. 1974 - September grass cutting etc.	1215.00
	Total	1338.68

Payments made since last meeting on 23 August 2021

Clerk	September salary	1,041.17
Deputy Clerk	September salary	438.96
	Total	1480.13

Signed Date
 Chairman, J. Hargreaves

These draft minutes are subject to approval at the next Parish Council Meeting