



## Ashchurch Rural Parish Council

Minutes of the Parish Council Meeting held on  
18 October 2021 at 6.30pm

**Venue:** The Devereux Centre, Tewkesbury  
**Present:** Cllr. J. Hargreaves (Chairman), B. Cook, T. Davies and D. Garnett, G Shurmer  
**Attendees:** Clerk/RFO, J. Owen.  
Deputy Clerk, R. Waller (Minute taker) and two members of the public.

- 18.10.21.1 To receive and consider apologies for absence and confirm the meeting is quorate**  
Apologies were received and accepted from Cllrs. Brown 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.
- 18.10.21.2 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**  
None received
- 18.10.21.3 To receive declarations of interest for items on the agenda below**  
None declared.
- 18.10.21.4 To confirm and sign the Minutes of the Parish Council Meeting held on 20 September 2021 and Extraordinary Council Meeting held on 11 October 2021:**  
The Minutes of the Parish Council Meeting held on 20 September 2021 and Extraordinary Council meeting held on 11 October 2021 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the Chairman.
- 18.10.21.5 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. A brief update was also given on the Crowdfunder and Social Media pages.
- 18.10.21.6 To receive report from the Borough Councillor:**  
Cllr. Gore had provided her apologies prior to this meeting. No report had been received.
- 18.10.21.7 To receive report from the County Councillor**  
None received
- 18.10.21.8 Finances – documents circulated prior to the meeting**  
a) **To approve October 2021 Payment List/those paid since the last meeting and to note receipts**  
COUNCIL AGREED the October 2021 Payment list of 3,814.31 and payments since the last meeting of 20 September (see Appendix A). The receipt of £17,275.000 from Tewkesbury Borough Council (TBC) for the 1<sup>st</sup> part of the Precept payment was noted.  
b) **To receive the External Auditors Report from PKF Littlejohn**  
The External Auditors Report was noted. No further action required.

**c) To consider the renewal quote for the Parish Council insurance policy and agree actions**  
The Insurance Policy documents had been circulated to members prior to the meeting.  
COUNCIL AGREED to accept this Policy and approved the invoice for payment.

**d) To receive update on a credit card for delegated use by the Responsible Financial Officer and agree actions:**

No progress had been made on the credit card. This item was deferred to the next Council meeting.

- 18.10.21.9 To receive update on the hire of Ashchurch Village Hall kitchen as a temporary Parish Office at a cost of £20.00 per three-hour session and agree actions**  
COUNCIL AGREED this proposal. Further action was required to purchase a Dongle for internet access as the school was unable to share their internet. Due to an issue with the heating, COUNCIL AGREED that the Deputy Clerk would not commence working from the Village Hall until November.  
**Action: Clerk to order a Dongle**
- 18.10.21.10 To consider live streaming Parish Council Meetings/storage of such data and agree actions**  
COUNCIL AGREED to continue live-streaming the meetings if the facilities were available. Following the Clerk's advice, COUNCIL AGREED that all recordings should be destroyed once the minutes of the meeting had been approved.
- 18.10.21.11 To establish a Planning Committee and approve the Terms of Reference (circulated to members prior to the meeting) and agree actions:**  
Following lengthy discussion, COUNCIL AGREED that a Planning Committee was not required at present. This decision would be reviewed in three months.
- 18.10.21.12 To establish a Neighbourhood Development Plan Sub committee of the Planning Committee and agree actions:**  
COUNCIL AGREED to defer this for review in three months' time.
- 18.10.21.13 To consider comments regarding the play area at The Meadows and agree next actions**  
No further update was available on this matter.  
**Action: Clerk to contact Cllr Gore and Tewkesbury Borough Council, including photographic evidence, to request an update on this matter.**
- 18.10.21.14 To receive an update on the Garden Town and agree actions**  
Council discussed various outstanding issues relating to recent developments and S106 funding.  
**Action: Clerk to contact TBC to request an update on these outstanding issues, Including the noticeboard and play area.**
- 18.10.21.15 To consider sharing Garden Town Meeting Notes with Tewkesbury Borough Council and agree actions:**  
COUNCIL AGREED that the notes taken by the Deputy Clerk at the Garden Town meetings could be shared with Members of the Garden Town Group. It was noted that there rarely any decisions or actions made at this meeting.  
**Action: Deputy Clerk to circulate notes to the Members of the Garden Town Group.**  
**Action: Clerk to write to Northway Parish Council to obtain their views on these meetings and to consider the possibility of forming an independent Parish Council Garden Town Group**

- 18.10.21.16. To consider a community engagement event with regard to local developments and agree actions**  
 This was discussed in detail and **COUNCIL AGREED** to wait until next year and possibly to be included as part of the Parish Meeting on 9 May.  
**COUNCIL AGREED** that this information could be circulated prior to the event in the form of a newsletter.  
**Action: The newsletter to be included as an agenda item in the November meeting to allow further discussion on contents and distribution.**
- 18.10.21.17. To consider three quotes for new notice board at Aston-on-Carrant and agree actions**  
 Three like-for-like quotes for noticeboards had been circulated prior to the meeting. It was clarified that the notice board was to be situated at the top of Pamington Lane. **COUNCIL AGREED** to proceed with the final quote from the Noticeboard Company for the Notus Double door notice board subject to the terms and conditions of the 15-year guarantee. The total cost of this board is £1,750.  
**Action: Deputy Clerk to contact the company requesting the details of the Guarantee before circulating to Councillors for confirmation of the purchase.**
- 18.10.21.18. To consider the purchase of a telephone box for use as a community library in Aston-on-Carrant and agree actions.**  
 Due the cost of a new telephone box, **COUNCIL AGREED** not to pursue this purchase further. No further action required.
- 18.10.21.19. To consider a response to Tewkesbury Borough Council relating to the Settlement Audit**  
 Council noted that some details on the original documentation of assets were incorrect. Concern was also raised as to how this information was being used towards the Joint Core Strategy.  
**Action: Clerk to write to TBC to request the correction of the Service Assets Documents and that the Parish Council's Settlement Audit is returned.**
- 18.10.21.20 Planning: To consider and agree response to the following:**  
**18.10.21.20a To consider and agree response to the following:**  
 21/01013/FUL: Erection of 10 no. dwellings, garages, construction of internal estate road, formation of parking areas and gardens amenity space. Lunn Cottage, Aston Cross:  
**Council resolved** there was no objection to this application.  
**Action: Clerk to submit Council's response to TBC via the Planning Portal.**
- 18.10.21.20b 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, school places etc.). The safety of children by the level crossing was also discussed and **COUNCIL AGREED** Network Rail should be made aware.
- 18.10.21.21 To agree a response to Tewkesbury Borough Council's Statement of Community Involvement;**  
 Following discussion, **COUNCIL AGREED** to submit their comments to the Clerk. The Clerk would then collate the responses before submitting a response to TBC on behalf of the Council.  
**Action: Clerk to liaise with Councillors to collate a response.**  
**Action: Clerk to submit response to TBC.**

- 18.10.21. 22 To receive update relating to grass cutting agreement for St Nicholas Church and agree Actions:**  
 Research and implications of the Legislation relating to the upkeep of Church premises was to be undertaken by the Trainee Clerk. The Clerk had received a quote for the contract for the forthcoming year which had separated the two grass cutting areas. Clerk had requested a sketch of the verge areas which were currently being maintained by the Parish Council. Once all the information had been obtained, a decision could be made on the next actions.
- 18.10.21. 23 To receive an update on Highways and agree actions;**  
 No update received.
- 18.10.21.24 To receive update on the junction of the B4079 and Pamington Lane and agree actions:**  
 No further update had been received.  
**Action: Clerk to contact County Councillor Smith to request an update and specific details of proposed changes to this junction.**
- 18.10.21.25 To consider concerns from residents regarding crossing from the Linden/Barleyfields development to the opposite side of the A46 and agree next actions:** No further update available on this.  
**Action: Clerk to contact County Councillor Smith to request further investigation**
- 18.10.21. 26 To note agenda items for the next Parish Council Meeting**
- To consider a Police Speedwatch within the Parish.
  - Replacing the fence around the Pond at Walton Cardiff and any other work required
- 18.10.21.27 To resolve that due to the sensitive nature of the business about to be transacted, the public and press will be excluded from the meeting for the following agenda item**  
**COUNCIL AGREED**
- 18.10.21.28 To receive an update regarding the judicial review Ashchurch Rural Parish Council has made against Tewkesbury Borough Council regarding the planning application for the "Ashchurch Bridge over the Railway"**  
 Cllr Davies provided Members with an update on the Judicial Review.  
 Cllrs Davies and Hargreaves would be attending the Hearing on 20-21 October.  
**COUNCIL APPROVED** the reimbursement of travel costs for this.
- 18.10.21.29 Date of next Council Meeting - 15 November 2021**

**Meeting closed:** 20.35pm

**Signed .....** **Date .....**  
**Chairman, J. Hargreaves**

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