



# Ashchurch Rural Parish Council

Minutes of the Parish Council Meeting held on  
15 November 2021 at 6.30pm

**Venue:** The Devereux Centre, Tewkesbury.  
**Present:** Cllr. J. Hargreaves (Chairman), A. Brown, B. Cook, T. Davies and D. Garnett  
**Attendees:** Clerk/RFO, J. Owen.  
Deputy Clerk, R. Waller (Minute taker), County Councillor V Smith and four members of the public.

**15.11.21.1 To receive and consider apologies for absence and confirm the meeting is quorate.**

Apologies were received and accepted from Cllrs. 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.

**15.11.21.2 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 member of the public made the following comments:

- Traffic/speed counts had been completed previously in Pamington
- Concern over the junction at Pamington – traffic is increasingly taking the junction at high speed
- Due to the increase in traffic and pedestrians at Barleyfields this would be an appropriate place to enforce a 20 mph speed limit. Health and safety department at Gloucestershire County Council have now stated there is not an issue. Have health and safety standards changed from 5 years back?

The Meadows Play area was also raised by another member of public due to its unfinished state. Deputy Clerk confirmed that she had received an email from the developers that day, stating they were completing this area ready for public use.

The two-rate scheme for Village Hall rates were agreed by two Village Hall Trustees who were present, as per email suggestion: £15 for 2 hrs and £20 for 3 hours.

**15.11.21.3 To receive declarations of interest for items on the agenda below** None declared.

**15.11.21.4 To confirm and sign the Minutes of the Parish Council Meeting held on 18 October 2021**

The Minutes of the Parish Council Meeting held on 18 October 2021 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the Chairman.

**15.11.21.5 To receive the Clerk's Report**

The Clerk briefly outlined the contents of the Clerk's Report which had been circulated to Councillors prior to the meeting. The Clerk's Report includes any matters arising from the

last meeting. A brief update was also given on the Crowdfunder and Social Media pages. In order to process the new noticeboard, further details were required. It was agreed the supplier would install it.

**Action: Deputy Clerk to contact Cllr Shurmer to confirm the address for installation and to confirm he is happy to be the point of contact for the installation.**

A question was asked in relation to the Aston on Carrant Notice board having asbestos. It was confirmed that it did not and Councillors agreed to meet to clean up this notice board.

Deputy Clerk suggested that, in future, the Clerk's Report could go out with the agenda, Clerk agreed.

Deputy Clerk also provided an update on connecting the laptop remotely via a Mobile Hotspot. A meeting had been arranged for Tuesday 23 November with Jackson Computer Systems IT Support to assist with this. Councillors suggested having a maintenance contract for both laptops and the mobile phone.,

An update was requested regarding the business cards.

**Action: Deputy Clerk to progress and order these business cards.**

**15.11.21.6 To receive report from the Borough Councillor**

Cllr. Gore had provided her apologies prior to this meeting. No report had been received.

**15.11.21.7 To receive report from the County Councillor**

Councillor Smith had circulated a report to some Cllrs prior to the meeting.

**Action: Deputy Clerk to Circulate Cllr Smith's report to all Cllrs immediately following the meeting.**

**15.11.21.8 Finances – documents circulated prior to the meeting**

- a) **To approve November 2021 Payment List/those paid since the last meeting and to note receipts: COUNCIL AGREED** the November 2021 Payment list of 3,620.87 and the following payments were also authorised:

Cllr. Davies - sustenance at Judicial Review -£41.50

Cllr. Street – Remembrance wreath - £30.00

The receipt of £3,750 from Northway Parish Council was noted.

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

Clerk confirmed that a Barclaycard Credit card had been applied for with a credit limit of £1,000. **COUNCIL AGREED** to set up a direct debit to pay the balance owed from this credit card on a monthly basis.

**15.11.21.9 To consider response from Tewkesbury Borough Council regarding the Settlement Audit and agree next actions**

Information relating to this Audit was deemed to be incorrect and the Council have requested that this be returned. Clarification was required to some terminology used and how the data was to be used.

**Action: Deputy Clerk to arrange a meeting with Tewkesbury Borough Council to discuss the Settlement Audit in more detail.**

**15.11.21.10 To receive three quotes for the grass cutting contract and agree next actions**  
Only two quotes had been received prior to the meeting. A third company had declined to provide a quote. This matter was deferred until the December meeting for consideration.

**15.11.21.11 To discuss the production of a Parish Newsletter and agree next actions:**  
**COUNCIL AGREED** to produce both a physical and online newsletter. Articles to include: Garden Town and graveyard, traffic calming, website, retail outlet update, Solar Farm, school and church notices.  
**ACTION: Clerk to collate articles ready for printing in January 2022.**

**15.11.21.12 Planning:**

**To consider and agree response to the following:**

- a. [21/01218/FUL | Variation of Conditions 3 \(static caravan positioning\) and 5 \(landscaping scheme\). Removal of Conditions 7, \(commercial activities\) 12 \(timber cladding\) and 13 \(erection of gates/walls/fences\) of planning application No.14/00347/FUL | Claydon Park Claydon Tewkesbury GL20 7BH](#) : **COUNCIL RESOLVED TO OBJECT** to this application.  
**Action: Clerk to submit objection response on behalf of the Council to Tewkesbury Borough Council (TBC).**  
A second application relating to this development would be dealt with under delegated authority.
- b. [21/01159/FUL | Erection of first floor front and side and two storey side/rear extensions. | Elm Cottage Homedowns Tewkesbury Gloucestershire GL20 7BQ](#) **NO OBJECTION.**
- c. [21/01203/FUL | Erection of two storey front and side extensions \(revised application of 21/00616/FUL\). | Applewood Aston Cross Tewkesbury Gloucestershire GL20 8HX](#)  
**COUNCIL AGREED** to consider drafting a response following the meeting and to inform the Clerk of the decision via email.
- d. [21/01277/FUL | Maintenance works to the windows | Building 59 LDOC \(MoD\) Ashchurch](#)  
**No comment**
- e. Appeal Consultation against non-determination of an application for Planning Permission-PP-09672135 - Land To The North West Of Fiddington, Tewkesbury.  
The Council may submit further comments relating to this Appeal.
- f. Waste Local for Gloucestershire | Duty to Co-operate Scoping Paper – Consultation 2021 <https://haveyoursaygloucestershire.uk.engagementhq.com/waste-local-plan-for-gloucestershire-duty-to-co-operate-scoping-paper-consultation>: **COUNCIL RESOLVED** not to comment on this consultation.
- g. **To consider response to Gloucestershire County Council to motion 876: “To adopt 20MPH maximum speeds in areas where vulnerable road users and vehicles mix”**  
**COUNCIL AGREED** to submit an objection to this motion stating that Ashchurch Rural Parish Council did not want an obligatory 20mph in the whole of Ashchurch Rural Parish areas but would consider this limit within an area of high risk.  
**Action: Clerk to submit Council’s objection to this motion.**
- h. **To note any planning decisions made between meetings using delegated authority**  
20/00908/FUL - Land South Of The A46 Ashchurch Road Tewkesbury Gloucestershire had been considered using delegated authority. **COUNCIL DECIDED** there was no comment required to this application.

**15.11.21.13 To receive update relating to the Solar Farm/ Village Hall and confirm acceptance of Deed of Gift legal document and agree actions**

Council accepted the Deed of Gift legal document. **COUNCIL AGREED** to write a Statement of Common Ground document in connection with the Solar Farm. This would include upgrade to the Bridlepath and solar panels on the Village Hall.

**Action: Clerk to draft Statement of Common Ground to be agreed by Councillors via email.**

**15.11.21.14 To receive update on the Neighbourhood Development Plan and agree actions**

Confirmation was required in respect of the funding from any Community Infrastructure Payment (CIL) due to the Parish Council from current developments.

**Action: Clerk to request details of CIL process, rates payable and any other relevant information from TBC.**

**15.11.21.15 To receive update on the Judicial Review on Ashchurch Bridge and Crowdfunder Page and agree actions:**

Clerk advised that the Crowdfunder page was currently at £1,592. Clerk encouraged all Councillors to share the link before the page closed.

**15.11.21.16 To consider a Police Speed Watch within the Parish**

**COUNCIL AGREED** that an Automatic Traffic Council (ATC) should take place in two areas within the Parish – at Natton between Elm Cottage and Monks Lane, before the Claydon Lane junction and halfway between Homedowns and Natton Lane, on Fiddington Lane.

**COUNCIL AGREED** to investigate a quote for both ATC's.

Options would also be discussed further at the meeting with the National Highways representative on 30 November.

**Action: Clerk to investigate quote to completed the ATC.**

**15.11.21.17 Highways:**

- a. **To receive an update in relation to residents' concerns regarding crossing from the Linden/Barleyfields development to the opposite side of the A46 and agree next actions.**  
This had been brought to the attention of the County Councillor and would be discussed as part of the meeting with National Highways.
- b. **To consider replacing the fence around the Pond at Walton Cardiff and any other work required and agree actions:**  
**COUNCIL AGREED** to replace this fence subject to quotation.
- c. **To receive an update on Highways and agree actions**  
All information relating to Highways had been covered in previous items.

**15.11.21.18 To note agenda items for the next Parish Council Meeting**

- To consider CPRE's campaign regarding number of houses required by Central Government and TBC, due to flooding risk.

**18.10.21.19 Date of next Council Meeting - 13 December 2021**

**Meeting closed:** 20.35pm

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

## APPENDIX A

November 2021 Payment List				
Payee	Details	To be authorised	Already paid	Total amount
Andrea Pellegram	Inv 383		296.00	296.00
J K Owen	Oct. 21 salary		863.80	863.80
R Waller	Oct. 21 salary		763.38	763.38
J K Owen	Clerk's Expenses Nov. 21	35.13		35.13
R Waller	Deputy Clerk's Expenses Nov. 21	28.80		28.80
Amazon	Mobil phone cover and screen protector	13.96		13.96
Virgin Media	Mobile phone	9.00		9.00
Zoom	Oct. 21 Inv 5000239	14.39		14.39
Zoom	Nov. 21 Inv	14.39		14.39
HMRC	PAYE July-Sept. 21	558.94		558.94
LGPS	Pensions	615.68		615.68
Edge IT Systems Ltd	Annual software fee (last year of 5 years)	264.00		264.00
PATA	Inv 20/0920/PPS Jan-March 21	23.85		23.85
PATA	Inv 20/1387/PPS April-June 21	18.40		18.40
D. Garnet	Judicial Review travel expenses	61.15		61.15
GAPTC	Clerk's GDPR Training	40.00		40.00
	<b>TOTAL</b>	<b>1697.69</b>	<b>1,923.18</b>	<b>3,620.87</b>