



Ashchurch Rural Parish Council

Draft Minutes of Ashchurch Rural Parish Council Meeting held on 20 June 2022 at 6.30pm

Venue: The Devereux Centre, Tewkesbury, Gloucestershire, GL20 5GJ

Present: Cllr. J. Hargreaves (Chairman), Cllrs. A. Brown, D. Garnett and G. Shurmer.

Attendees: Clerk/RFO, J. Owen
County Cllr. V. Smith, Borough Cllr. M. Gore and one member of the public.

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

Apologies were received and accepted from Cllrs. T. Davies and B. Cook

COUNCIL AGREED to authorise Cllr. Street's absence on medical grounds and confirmed that it would not impact on the six-month attendance rule.

COUNCIL AGREED that non-attendance of Borough Cllr. J. Evetts should be recorded as he has never attended a meeting.

The Clerk confirmed the meeting was quorate.

20.6.22.2 **To receive comments from members of the public – no decisions will be made on issues raised, items requiring decisions will be added to the agenda for the next meeting**

None declared

20.6.22.3 **To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that members may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct**

None declared.

20.6.22.4 **To confirm and sign the Minutes of the Parish Council Meeting held on 16 May 2022 circulated to members prior to the meeting**

The Minutes of the Parish Council Meeting held on 16 May 2022 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the Chairman.

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

The Clerk's report had been circulated to members prior to the meeting and its content noted.

20.6.22.6 **To received details of decisions made under delegated authority since the last meeting on 16 May 2022**

No delegated decisions to report.

20.6.22.7 **To receive a report from the Borough Councillor (Last attended 20 September 2021)**

Borough Cllr. Mel Gore reported that the new Chief Executive, Alistair Cunningham OBE commenced in post last week.

The Local Heritage List had been adopted, she sits on the panel along with heritage experts, the next panel would be held early next year. Items for consideration could still be submitted, photographs and written history would be required.

Tewkesbury Local Plan had been adopted which covers housing, employment across the borough, protecting green belt, good design etc. Available on the website, it will be formally printed soon.

Review of the Joint Core Strategy was moving forward with the next consultation due in Spring 2023. Once adopted Tewkesbury Borough Council hoped the five-year housing plan would be reinstated but government were looking at increasing the housing numbers, particularly affordable housing.

The recent Parish and Town Council Seminar was discussed and she was surprised that people had not found it informative and stated that feed-back forms were available.

20.6.22.8 To receive a report from the County Councillor (last attended 25 April 2022)

County Cllr. Smith's (CC Smith) had submitted a report prior to the meeting which had been circulated to members.

CC Smith also discussed the Gloucestershire County Council (GCC) Cycling and Walking Plan that outlines the plan for cycle and walking paths throughout Tewkesbury.

It was noted that Barleyfields estate residents have contacted the MP's office with regard to the need for a pelican crossing on the A46. A meeting between the Police and Crime Commissioner, National Highways, a representative from the MPs office and a member of the community had taken place. National Highways suggested setting up a Community Speedwatch and the **COUNCIL AGREED** it would like to be involved.

CC Smith confirmed the M5 Junction 9 Consultation would go ahead in September. The document would include preferred options as well as failed options and reasons why these would not be taken forward.

20.6.22.9 To receive a report from the Police Community Support Officer

No report received.

20.6.22.10 To receive the draft minutes of the Finance and General Purposes Sub-Committee Meeting held on 6 June 2022

The minutes of the Finance and General Purposes Sub-Committee Meeting held on 6 June 2022 had been circulated to members prior to the meeting and its content noted.

20.6.22.11 Finances – documents circulated prior to the meeting

20.6.22.11a To approve the June 2022 Payment List/those paid since the last meeting and to note receipts COUNCIL AGREED the June 2022 Payment list of and payments since the last meeting of **£3388.71** (see Appendix A).

The following payments were also authorized:

- Dongguanshi Facaihao for magnets for £8.99 for noticeboard
- NALC Training event on 7.11.22 for Cllr. Garnett - £77.27

Moving forward the **COUNCIL AGREED** not to sign invoices to authorise payment as full details were included in the Financial Report provided.

20.6.22.11b To approve the bank reconciliation

The bank reconciliation was approved by Cllr. Garnett.

20.6.22.11c To receive the Budget Monitoring Report and approve the Bank Reconciliation

Members received the Budget Monitoring Report.
COUNCIL AGREED a more detailed breakdown would be provided in future.

- 20.6.22.11d **To consider mail redirection and agree actions**
Members considered the option of redirecting mail and purchasing a P.O Box service.
COUNCIL AGREED the Clerk would update the required bodies.
- 20.6.22.11e **To consider increased room hire cost and contract with New Docs Limited and agree actions**
COUNCIL APPROVED the room hire cost increase from £57.75 to £59.50 per council meeting and to renew the 12 month rolling contract.
- 20.6.22.12f **To consider Councillors training and agree actions**
COUNCIL APPROVED the cost of £60.00 for NALC NDP training attendance held via Zoom for Cllr Garnett. Clerk to request cost information regarding Online Levelling Up Environmental training.
- 20.6.22.12g **To receive update from Gloucestershire County Council regarding reimbursement for grass cutting/maintenance and agree actions**
Clerk advised the Council of the new method of reimbursement for grass cutting by GCC and would liaise with GCC to confirm three cuts would still be covered.
- 20.6.22.12h **To receive an update on the external audit submission**
Clerk confirmed the external audit submission.
- 20.6.22.12 **To receive an update on the Judicial Review Appeal regarding the financial commitment by the Council, as circulated prior to the meeting, and agree actions**
COUNCIL AGREED to support the Judicial Review Appeal alongside Northway and Bredon Parish councils at an approximate cost of £10,000 per council. Cllr. Shurmer voted against this.
- 20.6.22.13 **To receive an update on the Neighbourhood Development Plan and agree actions**
COUNCIL AGREED to hold twice weekly sessions for local residents to view the plan at Ashchurch Village Hall in the lead up to the Referendum on 28 July 2022.
- 20.6.22.14 **To receive update on Deed of Gift from JBM Solar Farm and agree actions**
COUNCIL CONFIRMED receipt of deed of gift from JBM Solar Farm of solar panels for Ashchurch Village Hall.
- 20.6.22.15 **Planning:**
- 20.6.22.15a **21/01551/APP | Reserved matters application for parcel H1 for access, appearance, landscaping, layout and scale for the erection of 118 no. Dwellings (use class c3) pursuant to outline permission 17/00520/OUT. | Land At Fiddington Gloucestershire**
COUNCIL AGREED it had no objections.
- 20.6.22.15b **21/01488/APP | Reserved matters application for the spine road infrastructure pursuant to application 17/00520/OUT. | Land At Fiddington Ashchurch**
COUNCIL AGREED it had no objections.
- 20.6.22.15c **2/00519/FUL | Retrospective Change of Use of Land to site portacabin to be used as tack storage in conjunction with the existing equestrian facilities at Abbey Farm Dressage. | Fiddington House Farm Fiddington Tewkesbury Gloucestershire GL20 7BJ**
COUNCIL AGREED it had no objections.

- 20.6.22.16 **To receive an update on the new notice board for Pamington and agree actions**
The noticeboard has been installed. **COUNCIL AGREED** to a metal reinforcement being added by Cllr G. Shurmer.
- 20.6.22.17 **To consider the way forward with production of the newsletter and agree actions**
COUNCIL AGREED to add this to the agenda for meeting on 18 July 2022
- 20.6.22.18 **To receive an update on highway matters including the crossing at Barleyfields and agree actions**
COUNCIL AGREED
- To raise an enquiry with GCC Highways regarding the damaged footpath behind the noticeboard on Ellendene Drive.
 - Clerk to investigate who has responsibility for clearing ditches in Pamington and raise request for them to be cleared.
 - Clerk to write to GCC Highways regarding traffic light timing at the Fiddington Lane and A46 junction with view to resolve traffic consistently backing up on A46 towards Evesham.
 - Clerk to liaise with GGC Highways regarding damaged bridge in Aston Cross.
 - Clerk to raise request with GCC Highways for grass verse cutting and tree pruning near bridge in Aston Cross as they obstruct the view of road for local residents.
 - Clerk to investigate the storage location of parish owned bus shelter and bin that was removed from garden centre site.
- 20.6.22.19 **To consider S106 funds and potential projects and agree actions**
COUNCIL AGREED there was nothing to note and this should be added to agenda for next parish council meeting on 18 July 2022.
- 20.6.22.20 **To note agenda items for the next Parish Council Meeting**
- 20.6.22.21 **Date of the next meeting:** 18 July 2022
- 20.6.22.22 **To consider staff hours and agree actions, due to the nature of this item it will held in a confidential session**
COUNCIL AGREED from 1 July 2022 the Clerk and the Assistant Clerk would be contracted to 15 hours each per week.

Meeting closed 8.30pm.

APPENDIX A

**Ashchurch Rural Parish Council
Financial Report at 13.6.22**

Ashchurch Rural Parish Council Financial Report at 13.6.22		
Payments made since last meeting on 7.6.22		
Payees	Details	Total amount
J K Owen	May 22 salary	1712.50
L Beech	April and May 22 salary	906.36
		2618.86
Payment List for authorisation on 20.6. 22		
J K Owen	Clerk's Expenses April/May 22	33.50
L Beech	Ass. Clerk's Expenses April/May 22	21.90
Virgin Media	Mobile phone - Inv 237012908	10.05
Zoom	Monthly subs - Inv 141078457	14.39
Microsoft Apps	Monthly subs. - Inv E0500IVMMJ	9.48
Avonside Taxis (Mrs D. Davies)	Taxi Vouchers supplied - to date	255.00
SLCC	SLCC Conference	400.80
New Docs limited	Room Hire July, August, Sept, 2022	214.20
John Preece & Sons	Roadside verge maintenance	920.40
Andrea Pellegram Ltd.	NDP Consultancy	263.99
Jeremy Brookes	Maintenance Inv 2058 June 2022	1245.00
		3388.71
Receipts received since last meeting on 16.5.22		
No receipts		0.00
Bank acc. Balances at 7.6.22 (Bank Rec 61)		
Current Acc.		53028.46
Deposit Acc.		21786.06
		74814.52
Payments since Bank Rec 61 on 7.6.22		
Currys Business (DSG Retail Ltd)	Mobile phone	410.62
Zoom	Annual payment to 8.6.23	75.78
Local Govt. Pension Scheme	Including employee contributions	949.25
		1435.65
Bank acc. balances at 13.6.22		
Current Acc.		51592.81
Deposit Acc.		21786.06
		73378.87

Signed Date
Chairman, J. Hargreaves

The draft minutes will be approved at the next Parish Council Meeting.