



**Ashchurch Rural Parish Council**  
**Minutes of the Parish Council Meeting**  
**held on 18 July 2022 at 6.30pm**

**Venue:** The Devereux Centre, Tewkesbury, Gloucestershire.  
**Present:** Cllr. J. Hargreaves (Chairman), Cllrs. B. Cook. T. Davies and D. Garnett.

**Attendees:** Clerk/RFO, J. Owen, Assistant Clerk L. Beech and one members of the public.

18.7.22.1 **To receive and consider apologies for absence and confirm the meeting is quorate**  
Apologies were received and accepted from Cllrs. A. Brown, D. Street and G. Shurmer.  
**COUNCIL AGREED** to authorise Cllr. Street's absence on medical grounds and confirmed that it would not impact on the six-month attendance rule.  
Apologies received from Borough Cllr. M. Gore, she last attended on 20 June 2022.  
Apologies also received from County Cllr. V. Smith, he last attended on 20 June 2022  
The Clerk confirmed the meeting was quorate.

18.7.22.2 **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.

18.7.22.3 **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.

18.7.22.4 **To confirm and sign the Minutes of the Parish Council Meeting held on 20 June 2022**  
The Minutes of the Parish Council Meeting held on 20 June 2022 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the Chairman.

18.7.22.5 **To receive the Clerk's Report**  
The Clerk's report had been circulated to members prior to the meeting and its content noted.

18.7.22.6 **To receive details of decisions made under delegated authority since the last meeting on 20 June 2022**  
No delegated decisions to report.

18.7.22.7 **To receive a report from the Borough Councillor (Borough Cllr. Gore Last attended 20 September 2021, Borough Cllr. J. Evetts has not attended a meeting to date.)**  
No report received.

18.7.22.8 **To receive a report from the County Councillor**  
County Cllr. Smith's (CC Smith) report had been circulated to members prior to the meeting.

18.7.22.9 **To receive a report from the Police Community Support Officer**  
No report received.

18.7.22.10 **Parish Council Procedures – documents circulated prior to the meeting:**

18.7.22.10a To approve the reviewed Absence Management Policy and agree actions

**COUNCIL APPROVED** the Absence Management Policy with a reference to staff contract being added

- 18.7.22.10b To approve the reviewed Communications Policy and agree actions  
**COUNCIL APPROVED** the Communications Policy
- 18.7.22.10c To approve the reviewed Cookie Policy and agree actions  
**COUNCIL APPROVED** the Cookie Policy
- 18.7.22.11 **Finances – documents circulated prior to the meeting**
- 18.7.22.11a **To approve the July 2022 Payment List and those paid since the last meeting and to note receipts**  
**COUNCIL AGREED** the July 2022 Payment list of and payments since the last meeting of **£1440.77** (see Appendix A).  
Clerk liaising with Gooch Group Ltd regarding duplicate invoice received, payment to be withheld until resolved.  
No receipts to report.
- 18.7.22.11b **To approve the Bank Reconciliation**  
The bank reconciliation was approved by Cllr. B Cook
- 18.7.22.11c **To receive the Budget Monitoring Report**  
The members received the Budget Monitoring Report.  
**COUNCIL AGREED** a monthly trend report would also be provided in future
- 18.7.22.12 **To receive an update on the Judicial Review Appeal and agree actions**  
**COUNCIL CONFIRMED** the Judicial Review Appeal hearing was scheduled for 13<sup>th</sup> or 14<sup>th</sup> December 2022 (exact date to be confirmed the week before) and the agreed contribution towards legal fees from Northway Parish Council and Bredon Parish Council will be requested in November.
- 18.7.22.13 **To receive an update on the Neighbourhood Development Plan and agree actions**  
**COUNCIL AGREED** to continue holding a single weekly session for local residents to discuss general local matters at Ashchurch Village Hall, after the referendum. **COUNCIL AGREED** suitable signage to place outside the venue, Clerk to arrange quotes.
- 18.7.22.14 **To consider the way forward with production of the newsletter and agree actions**  
**COUNCIL AGREED** Clerk to produce draft design, liaise with members for contributions, with a view to a printed A4 folded newsletter for distribution in October 2022.
- 18.7.22.15 **To receive an update on cost of Andrea Pellegram Online Levelling Up Environmental training and agree actions**  
**COUNCIL AGREED** not to pursue this at this time.
- 18.7.22.16 **To receive an update on Community Speedwatch and agree actions**  
**COUNCIL AGREED** Clerk to contact local community groups to enlist volunteers.
- 18.7.22.17 **Planning - To consider and agree response to the following:**
- 18.7.22.17a **Application for approval of details subject to Condition 5 (Drainage), 6 (Ecological management plan) and 7 (Hydrants) of planning permission ref number.14/00343/OUT - Land Behind Newton Cottages Ashchurch Road Tewkesbury Gloucestershire**  
**COUNCIL AGREED** it had no comment
- 18.7.22.17b **Application for approval of details subject to condition 5 (Construction Environmental**

**Management Plan (CEMP) of the planning application ref number X21/00516/FUL - DSDC Ashchurch Camp Ashchurch Road Tewkesbury Gloucestershire GL20 8LZ**  
**COUNCIL AGREED** it had no comment

- 18.7.22.17c **Non material amendment to the Description of Development of planning permission 17/01203/FUL - Land South Of The A46 And North Of Tirl Brook Ashchurch Road Tewkesbury Gloucestershire**  
**COUNCIL AGREED** it had no comment
- 18.7.22.17d **Non material amendment to Conditons 5 and 6 of planning permission 20/00443/FUL – Land South Of The A46 And North Of Tirl Brook Ashchurch Road Tewkesbury Gloucestershire**  
**COUNCIL AGREED** it had no comment
- 18.7.22.17e **22/00724/FUL | Erection of a single storey rear extension. | 6 Pansy Gardens Walton Cardiff Tewkesbury Gloucestershire GL20 7FR**  
**COUNCIL AGREED** it had no objections
- 18.7.22.18 **To receive an update on highway matters including the Vehicle Activated Sign and agree actions**  
**COUNCIL AGREED** to contact National Highways to grant authority for an independent assessment of vehicle activated sign.
- 18.7.22.19 **To consider S106 funds and potential projects and agree actions**  
**COUNCIL AGREED** Clerk to investigate the current value of S106 fund and explore the possibility of improvement of local bridal pathways.
- 18.7.22.20 **To consider the ‘Cycling for Gloucestershire’ proposal and agree response**  
**COUNCIL AGREED** to give no response
- 18.7.22.21 **To receive an update on the previously removed bus stop on A46 and agree actions**  
Awaiting response from Montels.
- 18.7.22.22 **To consider potential projects suitable for the Thriving Community Fund and the Build Back Better Scheme and agree actions**  
Cllr. D Garnett reported on a meeting regarding the state of repair of the metal bridge in Northway. Following discussions **COUNCIL AGREED** to take no further action at this time.
- 18.7.22.23 **To receive an update on parish bus stop cleaning and consider cleaning of Aston Cross brick bus shelter, and agree actions**  
**COUNCIL AGREED** not to implement a regular cleaning schedule for brick bus shelter and Clerk to liaise with Gooch Group Ltd regarding cleaning of bus shelter removed in October.
- 18.7.22.24 **To receive an update on the settlement audit and agree actions**  
**COUNCIL AGREED** Clerk to distribute further information to members for approval at the next Parish Council meeting 15 August 2022.
- 18.7.22.25 **To receive an update on the Unity Trust Bank credit card application and agree actions**  
**COUNCIL AGREED** the Clerk should continue paying small, regular payments as required and any larger, one-off costs, would be settled immediately by the Council.
- 18.7.22.26 **To note agenda items for the next Parish Council Meeting**
- To discuss the Natton Lane Graveyard heritage site renovation
  - To receive an update on the traffic analysis of Fiddington Lane

- To receive an update on the Bloor Homes plans for community space and noticeboard

18.7.22.27 **Date of the next meeting:** 15 August 2022

18.7.22.28 **To approve CiLCA Training for the Assistant Clerk as per her Contract of Employment and agree actions. Due to the nature of this item it will be held in a confidential session COUNCIL APPROVED** CiLCA Training for the Assistant Clerk at a cost of £805.00. Clerk to arrange.

Meeting Closed at 8.30pm

## APPENDIX A

### Ashchurch Rural Parish Council Financial Report at 11.7.22

Ashchurch Rural Parish Council Financial Report at 11.7.22		
<b>Payments made since last meeting on 20.6.22</b>		
<b>Payees</b>	<b>Details</b>	<b>Total amount</b>
Unity Trust Bank	Bank charges	18.00
Local Govt. Pension Scheme	Including employee contributions	870.94
HMRC	PAYE April to June 22	2814.23
J K Owen	June 22 salary	1712.30
L Beech	June 22 salary	760.34
		<b>6175.81</b>
<b>Payment List for authorisation on 18.7.22</b>		
J K Owen	Clerk's Expenses May/June 22	38.85
L Beech	Assistant Clerk's Expenses May/June 22	30.60
Virgin Media	Mobile phones - Inv 2372883893	14.80
Gooch Group Ltd.	Inv. 49548 Cleaning	54.49
PATA	Payroll services April to June	47.55
Microsoft Apps	Monthly subs. - Inv E0500J9G1N	9.48
Jeremy Brookes	Maintenance Inv 2071 July 2022	1245.00
		<b>1440.77</b>
<b>Receipts received since last meeting on 20.6.22</b>		
No receipts		0.00
<b>Bank acc. Balances at 11.7.22</b>		
Current Acc. (Bank Rec 62)		42342.83
Deposit Acc.		21804.86
		<b>64147.69</b>

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