



Ashchurch Rural Parish Council

Minutes of the Parish Council Meeting held on 21 November 2022 at 6.30pm

Venue: The Devereux Centre, Tewkesbury, Gloucestershire.

Present: Cllr. J. Hargreaves (Chairman), B. Cook, T. Davies and D. Garnett

Attendees: Clerk/RFO, J. Owen, Assistant Clerk L. Beech, and one member of the public.
County Cllr. V. Smith

- 21.11.22.1 **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 S. 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, last attended 17 October 2022.
The Clerk confirmed the meeting was quorate.
- 21.11.22.2 **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 received.
- 21.11.22.3 **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.
- 21.11.22.4 **To confirm and sign the Minutes of the Parish Council Meeting held on 17 October 2022**
The Minutes of the Parish Council Meeting held on 17 October 2022 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the chairman.
- 21.11.22.5 **To receive the Clerk's Report**
The Clerk's report had been circulated to members prior to the meeting and its content noted.
- 21.11.22.6 **To receive details of decisions made under delegated authority since the last meeting on 17 October 2022**
None.
- 21.11.22.7 **To receive a report from the Borough Councillor M. Gore (Borough Cllr. J. Evetts has not attended a meeting to date)**
No report was received.
- 21.11.22.8 **To receive a report from the County Councillor**
County Cllr. Smith's report had been circulated to members prior to the meeting and made the following points;
- Contacted the newly appointed Minister of Transport and liaising with special advisor regarding access concerns at M5 junction 9
 - Pedestrian access improvement along the B4079 between Aston on Carrant and

Aston Cross had been completed

- Will liaise with Gloucestershire County Council (GCC) in regards to public rights of way on the new spine road in the Hitchins development and confirm the s106 monies available

21.11.22.9 **To receive a report from the Police Community Support Officer**

Clerk created parish specific crime statistics using police crime website and circulated to members prior to the meeting.

COUNCIL AGREED Clerk to liaise with PCSO to identify any recurring issues within the parish.

21.11.22.10a **Finances – documents circulated prior to the meeting**

To approve the November 2022 Payment List/those paid since the last meeting and to note receipts

COUNCIL APPROVED the November 2022 Payment list and payments since the last meeting of **£2411.79** (See Appendix A)

The following payments were also authorised:

- Avonside Private Hire for £82.50 for Transport Vouchers
- GAPTC for £35.00 for second newsletter training session

To approve the bank reconciliation

COUNCIL APPROVED the bank reconciliation was approved by Cllr. T. Davies

To receive the budget monitoring report

The members received the Budget Monitoring Report

To receive 2023/24 budget preparation information and agree actions

COUNCIL DISCUSSED budget preparation information, Clerk to prepare draft budget for next meeting.

To approve the NJC Salary Award for Clerk and Assistant Clerk backdated to 1 April 2022

COUNCIL APPROVED NJC Salary Award for Clerk and Assistant Clerk backdated to 1 April 2022

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

21.11.22.11a **To approve the reviewed Publication Scheme and agree actions**

COUNCIL APPROVED the Publication Scheme.

21.11.22.11b **To approve the reviewed Staff Appraisal Policy and agree actions**

COUNCIL APPROVED the Staff Appraisal Policy.

21.11.22.12 **Planning - To consider and agree response to the following:**

To agree response to the following planning application including considering S106 requirements

[APPLICATION NO: 22/00925/FUL](#)

[DESCRIPTION: Demolish detached garage and proposed garage/utility extension](#)

[LOCATION: Saunders Orchard, Aston Carrant Road, Aston-On-Carrant](#)

[GRID REF: 394660 234641](#)

COUNCIL AGREED to submit a response of 'No Objection'.

- 21.11.22.13 **To consider a community engagement event to include community speed watch and Neighbourhood Development Plan review and agree actions**
COUNCIL AGREED to host event to engage with residents. Clerk to arrange event for March 2023 and to advertise appropriately.
- 21.11.22.14 **To receive an update on the parish newsletter and agree actions**
COUNCIL APPROVED newsletter content and production/distribution date of early December.
- 21.11.22.15 **To receive an update regarding Fiddington traffic survey and agree actions**
COUNCIL CONFIRMED Fiddington traffic survey was currently being undertaken and awaits results.
- 21.11.22.16 **To receive an update on highway matters and agree actions**
Clerk confirmed;
- Investigation into Core Sampling on Fiddington Lane was ongoing
 - A46 Road Signage for M5 roundabout request had been submitted to Montel Engineering /designer and was awaiting feedback
 - A46 Lane Merge signage request was to be submitted to Montel Engineering
 - B4079 Road Surface complaint was ongoing
 - Bridge over Tirl Brook was yet to be completed and was awaiting confirmation of completion date
- 21.11.22.17 **To discuss the Winter Plan including location of salt bin and responsibility for maintenance**
COUNCIL CONFIRMED Winter Plan information was accurate and that salt was available from Cllr. Hargreaves. Clerk to submit to GCC.
- 21.11.22.18 **To discuss noticeboard refurbishment for all noticeboards in the parish and agree actions**
COUNCIL RECIEVED three quotes to replace the Pamington Noticeboard. **COUNCIL AGREED** Timber and Hardware should install the new noticeboard and repair the bench.
- 21.11.22.19 **To receive an update on the dog bins for Pamington and Barleyfields and agree actions**
COUNCIL AGREED Clerk to request formal feedback from Pamington Residents Association with regards to bin provisions on Ellendene Drive before action was agreed.
- 21.11.22.20 **To receive an update on the telephone box/new defibrillator for Fiddington and agree actions**
COUNCIL AGREED to make telephone box weatherproof and install defibrillator prior to paint work refurbishment to reduce lead time. Defibrillator to be purchased at a cost of £1855.00 plus installation.
- 21.11.22.21 **To receive an update on S106 including Natton Lane Graveyard and agree actions**
COUNCIL AGREED to approach land owner for further information and Clerk to contact Tewkesbury Borough Council for clarification of points already raised.
- 21.11.22.26 **To note agenda items for the next Parish Council Meeting**
- Draft budget
 - Update on the dog bins for Pamington and Barleyfields

21.11.22.27 **Date of the next meeting:** 19 December 2022

Meeting Closed at 8.45pm

APPENDIX A

**Ashchurch Rural Parish Council
Financial Report 21 November 2022**

Payments made since last meeting on 17.10.22	Details	Total amount
Local Government Pension Scheme	Oct. 22 including employee contrib.	569.89
J K Owen	Oct. 22 salary	1030.48
L Beech	Oct. 22 salary	811.42
		2411.79
Payment List for authorisation on 21.11.22		
BHIB Insurance	Annual insurance renewal	329.07
J K Owen	Clerk's expenses Oct. 22	22.95
L Beech	Assistant Clerk's expenses Oct. 22	26.25
Virgin Media	Mobile phones - Inv. 93441 Oct. 22	12.00
Microsoft Apps	Monthly fee - Inv. E0500KSDKR	9.48
Glos. Ass. Parish and Town Councils	Newsletter training - Inv. 7463	35.00
		434.75
Receipts since last meeting on 17.10.22		
None		
Bank acc. Balances at 31.10.22		
Current Account - Bank Reconciliation 66		57126.49
Deposit Account - Bank Reconciliation 25		21837.84
		78964.33

Signed Date
Chairman, J. Hargreaves

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