



Ashchurch Rural Parish Council
Minutes of the Parish Council Meeting
held on 19 February 2024
at 6.30pm

- Venue:** The Devereux Centre, Tewkesbury, Gloucestershire. GL20 5GJ
- Present:** Cllr. T Davies (Chairman), Cllrs. R. Drewitt, D. Garnett, S. Mitchell and I. Parker.
- Attendees:** Clerk/RFO, J. Owen, Assistant Clerk L. Beech and one member of the public.
- 19.02.24.1** **To receive and approve apologies for absence and confirm the meeting is quorate**
Apologies received and accepted from Cllr G. Grey and County Cllr. V. Smith.
The Clerk confirmed the meeting was quorate
- 19.02.24.2** **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.
- 19.02.24.3** **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 and to consider any prior requests from members for Dispensations that accord with the Localism Act 2011 Section 33(b-e). (NB this does not preclude any later declarations)**
None.
- 19.02.24.4** **To confirm and sign the Minutes of the Parish Council Meetings held on 22 January 2024 circulated to members prior to the meeting**
The minutes of the Parish Council Meeting held on 22 January 2024 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the Chairman.
- 19.02.24.5** **To receive a report from Borough Councillor M. Gore (last attended 22 January 2024)**
Councillor Gore explained:
- Tewkesbury Borough Council (TBC) had completed the Garden Communities consultation, which was due for approval at the upcoming full council meeting
 - The consultation on the Strategic and Local Plan was still open and online forums were available to support users. Cllr. Gore confirmed no sites had been assessed or allocated and that any potential sites highlighted in the documentation were simply sites of potential interest
 - TBC had set up school councils with a variety of local schools to encourage engagement with next generation
 - Cllr Gore had attended a meeting with Hitchins regarding the outlet centre and that:
 - Issue of bright lights at night was resolved

- Planning permission for an additional car park would be made

19.02.24.6 To receive a report from Borough Councillor C. Coleman (last attended 22 May 2023)

None received.

19.02.24.7 To receive a report from the County Councillor (last attended 22 January 2024)

County Cllr. Smith sent a report that had been circulated to members prior to the meeting and contents noted.

19.02.24.8 To receive the draft minutes of the Planning Sub-committee

The draft minutes to the Planning Sub-committee had been circulated to members prior to the meeting and the contents noted.

19.02.24.9 Planning:

9.1 To receive recommendations and agree actions

APPLICATION NO: 23/01170/OUT

DESCRIPTION: Residential development providing up to 175 new homes; vehicular and non-vehicular access from the B4079; pedestrian and cycle access onto Pamington Lane west of Tudor Cottage; foul and storm water drainage infrastructure; provision of green infrastructure including public open space; associated services infrastructure for utilities

LOCATION: Part Parcel 0088 Pamington Fields Ashchurch Tewkesbury

SUBMISSION DUE DATE: 8 March 2024

COUNCIL AGREED TO ACCEPT RECOMMENDATION from Planning Sub-committee that:

- An agenda for the meeting should be created and distributed to ensure efficient time management
- Possible issues to be included / examined:
 - The overall masterplan
 - Gloucestershire Manual of Streets – references walkable neighbourhoods should be 800m / 10 minute walk and up to 2km, however nearest is 2.2km (BP)
 - No reference to ARPC NDP regards walking distance to amenities within 1km
 - How protected characteristics are met under Equality Act e.g. road surfaces suitable for blind
 - Traffic Modelling at Aston cross – states 85% capacity but does not include traffic from Fiddington Fields, Northway Lane, Moog, Retail outlet or Dobbies and therefore is not true representation
 - School provisions

9.2 To receive recommendations and agree actions

APPLICATION NO: 23/00965/FUL

DESCRIPTION: Erection of a single storey detached residential annex, including associated operational development and enlargement of residential curtilage, following demolition of existing outbuilding.

LOCATION: The Threshing Barn, Walton Cardiff Lane, Tewkesbury

GRID REF: 390897 232293

SUBMISSION DUE DATE: 23 February 2024

COUNCIL AGREED TO ACCEPT RECOMMENDATION from Planning Subcommittee that the response should remain as 'No comment' as per ARPC previous response.

- 9.3 To receive recommendations and agree actions
APPLICATION NO: 23/00989/FUL
DESCRIPTION: Proposed new dwelling and garage
LOCATION: Brook House, Aston Carrant Road, Aston-on-Carrant
GRID REF: 394208 234567
SUBMISSION DUE DATE: 13 February 2024
COUNCIL AGREED TO ACCEPT RECOMMENDATION from Planning Subcommittee that a comment of 'No objection subject to neighbours having no opposition' should be made under delegated authority.
- 9.4 To discuss Cotswold Outlet licence application and agree recommendation:
24/00127/LIQPRM - New premises application - Zizzi Restaurant, Unit 65 - 67, Cotswold Designer Outlet
SUBMISSION DUE DATE: 28 February 2024
Clerk confirmed additional information regarding licencing hours had been distributed prior to the meeting. **COUNCIL AGREED** to submit a response stating the licensing hours should reflect the opening hours of the shopping outlet and therefore should be limited to 8.30pm.

- 19.02.24.10 To receive an update on the Garden Town and agree actions**
COUNCIL CONFIRMED
- The governance structure was in place
 - The Parish Council Board meeting had included a presentation from North Ashchurch Consortium that focused on sustainability but did not address traffic or the A46
- 19.02.24.11 To receive an update on the Neighbourhood Development Plan review and agree actions**
COUNCIL CONFIRMED a meeting between Ashchurch Rural Parish Council (ARPC) representatives and TBC had taken place to discuss the ARPC NDP Review policies, and that TBC did not appear to support the allocation of housing. **COUNCIL AGREED** the process and associated costs / benefits should be assessed further before deciding if this policy should be pursued.
- 11.1 To consider Gloucestershire Wildlife Trust baseline assessment options and agree actions**
COUNCIL APPROVED Gloucestershire Wildlife Trust baseline assessment at a cost of £1600.00
- 19.02.24.12 To consider expenditure items for S106 and CIL monies and agree actions**
COUNCIL AGREED a public meeting should be arranged to discuss further. Clerk to arrange and advertise.
- 19.02.24.13 To receive the Clerk's Report**
The Clerk's report had been circulated to members prior to the meeting and its content noted.
- 19.02.24.14 To received details of decisions made under delegated authority since the last meeting on 22 January 2023**

A response to planning application 23/00989/FUL (detailed in agenda item 19.02.24.9.3) was submitted on 13 February 2024 stating ‘No objection subject to neighbours having no opposition.’

19.02.24.15 Finances – documents circulated prior to the meeting

15.1 To approve the February 2024 Payment List below and record income received:

February 2024 Payment List

| | | |
|------------------------|---|----------------|
| L Beech | Assistant Clerk's expenses Jan. 2024 | 34.10 |
| J Owen | Clerk's expenses Jan. 2024 | 47.95 |
| O2 | Mobile phones Jan. 2024 | 14.06 |
| Parish Online | Inv. 23UG050-0002 - Digital mapping annual fee | 76.80 |
| Ashchurch Village Hall | Inv. 012/ARPC - Room hire Dec. to Jan. 2024 | 231.00 |
| GAPTC | Inv. 286 - Councillor training part 1 on 8.11.23 | 25.00 |
| Andrea Pellegram | Inv. 218 - Neighbourhood Development Plan support | 832.25 |
| Simply Flowers | Inv. 2576 | 40.00 |
| Amazon | Cork for notice boards | 29.97 |
| Tewkesbury Trophies | Inv. 23004 - Engraving Chairman's Chain of Office | 10.00 |
| Avonside Taxis | Inv. 81 - 37 x Taxi vouchers | 92.50 |
| Edge Ltd. | Inv. 37547 - Band 2 annual fee | 426.00 |
| Microsoft Apps | Inv. 46209 - Monthly fee - Jan. 2024 | 10.32 |
| | | 1869.95 |

COUNCIL APPROVED the February 2024 Payment list and payments since the last meeting of £1869.95
(See Appendix A)

No receipts recorded

15.2 To approve the bank reconciliation

CLLR. DREWITT APPROVED the bank reconciliation.

15.3 To receive the budget monitoring report

COUNCIL RECIEVED the budget monitoring report.

15.4 To consider high interest investment account and agree actions

COUNCIL AGREED a high interest investment bond was not suitable due to increased risk to public money and the funds not being covered by the FSCS Compensation Scheme. Clerk to investigate further options.

15.5 To approve request from JBM Solar for invoice in respect of the Deed of Gift (DoG) for £50K and consider suitable expenditure for DoG income and agree actions

COUNCIL APPROVED Clerk to raise invoice as per JBM Solar request and to include suitable expenditure considerations in CIL public meeting.

19.02.24.16 To consider child road safety in Barleyfields and agree actions

COUNCIL AGREED Clerk to contact Barleyfields management company to request permission and investigate costs.

19.02.24.17 To consider quotes for grass cutting and maintenance of A46 and agree actions

COUNCIL CONSIDERED quotes and **AGREED** to award the grass cutting and maintenance contract to Ground Up Domestic and Commercial Maintenance commencing April 2024.

- 19.02.24.18 To consider emergency flooding response and implementation of flood register and agree actions**
COUNCIL AGREED to create an Emergency Planning document to outline important processes to be followed in emergencies including flooding.
- 19.02.24.19 To consider next ARPC newsletter and agree actions**
COUNCIL AGREED Clerk to create newsletter (including advertisement of Community Action Event) for distribution in mid-April.
- 19.02.24.20 To receive update on ARPC becoming charitable trustee of Ashchurch Village Hall and agree actions**
COUNCIL RESOLVED to become sole charitable trustee of Ashchurch Village Hall dependent on further questions and legalities being satisfactory. **COUNCIL CONSIDERED** two quotes for legal services and **AGREED** to appoint MFG Solicitors LLP at a cost of £850.00 plus VAT. Clerk to initiate legal proceedings and request all historic documentation and deeds be preserved and securely stored.
- 19.02.24.21 To consider purchase of wooden village gateway signs for purpose of defining and preserving community identities and agree actions**
Clerk confirmed a meeting had been held with local highways manager to discuss options. **COUNCIL AGREED** to investigate recycled plastic signs for Walton Cardiff due to area being prone to flooding. Clerk to liaise with local highways manager for site assessment.
- 19.02.24.22 To consider installation of two Vehicle Activated Signs (VAS) to be located on B4079 and agree actions**
Clerk confirmed there was an ongoing application for partial funding for a mobile VAS and **COUNCIL AGREED** three potential sites to submit for this.
- 19.02.24.23 To consider request from St Nicholas' Church to provide dog bin and agree actions**
COUNCIL AGREED to fund the installation of a dog waste bin at St Nicholas's Church at a cost of £315.00 plus VAT, subject to TBC approval. Clerk to liaise with church regarding location.
- 19.02.24.24 To receive an update on Highway matters and agree actions**
Clerk confirmed due to National Highways refusing to liaise with ARPC, all correspondence would now be sent via County Cllr. V. Smith. Clerk confirmed an update had been requested.
- 19.02.24.25 To receive an update from community engagement activities (Welcome Tuesdays, Facebook etc)**
Clerk confirmed two members of the public had attended to highlight:
- Garden Communities consultation feedback
 - Speeding on the A46 near the school
- 19.02.24.26 To note agenda items for the next Parish Council Meeting**
No additional agenda item requests.
- 19.02.24.27 Date of next meeting – 18 March 2024**
End of meeting: 9.10pm.

APPENDIX A

**Ashchurch Rural Parish Council
Financial Report – 19 February 2024**

| Payments made since last meeting on 22.1.24 | Details | Total |
|--|---|-------------------------|
| Staff | Jan. 2024 salaries | 2270.06 |
| Local Government Pension Scheme | Jan. 2024 including employee contributions | 735.31 |
| | | 3005.37 |
| Payment List for authorisation on 19.2.24 | | |
| L Beech | Assistant Clerk's expenses Jan. 2024 | 34.10 |
| J Owen | Clerk's expenses Jan. 2024 | 47.95 |
| O2 | Mobile phones Jan. 2024 | 14.06 |
| Parish Online | Inv. 23UG050-0002 - Digital mapping annual fee | 76.80 |
| Ashchurch Village Hall | Inv. 012/ARPC - Room hire Dec. to Jan. 2024 | 231.00 |
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| Avonside Taxis | Inv. 81 - 37 x Taxi vouchers | 92.50 |
| Edge Ltd. | Inv. 37547 - Band 2 annual fee | 426.00 |
| Microsoft Apps | Inv. 46209 - Monthly fee - Jan. 2024 | 10.32 |
| | (To be deducted from bank account balance below) | 1869.95 |
| Receipts since last meeting on 22.1.24 | | |
| | | 0.00 |
| Bank account balances at 12.2.24 | | |
| Current Account | Bank Reconciliation No. 81 | 6114.27 |
| Deposit Account | Bank Reconciliation No. 33 | 127972.51 |
| | Closing balance at Unity Trust Bank on 12.2.24 | <u>134086.78</u> |

Signed Date
Chairman