|  |  |
| --- | --- |
| Ashleworth Parish Council  Clerk: Nicky Hill  Orchard Cottage  Hill Farm Lane  Tirley  GL194EZ  **Tel**: 01452 781028 **Email**:ashleworthpc@gmail.com | small |

**Minutes of the Meeting of 14th July 2020**

|  |  |
| --- | --- |
| **Councillors Present** | **In attendance** |
| Tony Eardley (TE) Chairman | Clerk: Nicky Hill (NH) |
| Paul Finch (PF) Vice Chairman |  |
| Aly Shayle (AS) |  |
| James Joyce (JJ) |  |
| Grant Elliott (GE) |  |

|  |  |
| --- | --- |
| 852/0720 | Due to Covid-19 restrictions, this meeting could not be held indoors. Further restrictions states that no more than 6 people meet outdoors in a given area.  The meeting was held outdoors outside of the Post Office and allowed for 5 councilors and the clerk to attend.  Members of the public were encouraged to send questions/concerns to the clerk prior to the meeting on this occasion. **None received.** |
| 853/0720 | **Prior Election of Chairman and Vice Chairman for 2020-21 (in accordance with local council regulations)**  Due to Covid-19 restrictions, a statement was sent to the clerk in April highlighting “The need to hold an annual meeting has been deferred to next year, so the Chairman/Vice Chairman can remain in post until May 2021”  **TE** & **PF** agreed to remain and this information was circulated and recorded via email. |
| 854/0720 | **Apologies for absence.**  None |
| 855/0720 | **Declaration of Interests.**  **TE** declared an interest minute 861/0720 as he is lives on the Green. |
| 856/0720 | **To confirm and sign the minutes of the meeting 10th March 2020 and exchange of backed up/updated APC files USB.**  No amendments were necessary, and the minutes were agreed and signed. The Clerk exchanged the APC updated USB with the Chairman. |
| 857/0720 | **Matters arising /review of actions from the last meeting not on the agenda.**  None |
| 858/0720 | **Reports from invited speakers on relevant items**  Councillor Philip Awford sent a short report which was read out by the clerk.  Firstly , there is to be a piece of work from The Quay to the Ham Road junction carried out and residents may see some patching done in advance of the major job and will try to get dates well in advance.  Secondly, at the end of August there is a major job programmed for Maisemore that will mean overnight closures These will be for five successive nights, again dates to be confirmed and advance notices will be in place.  Given there is also work planned for the B4215 though Highnam the work will be carried out one after the other to avoid obvious diversion problems.  On behalf of Neighbourhood Watch **GE** reported:   * Usual scams still circulating and new ones arising from Corona Virus related topics. * Recent burglary – Old Road |
| 859/0720 | **Planning Matters & Decisions**   1. 19/01227/OUT - Outline application for up to 42 dwellings, Land off Rectory close- Update.   The Parish Council previously strongly objected to the application and a lengthy and detailed objection report was submitted to Tewkesbury Borough Council in March. This document can be viewed on the village website.  **TE** reported that the application is being considered next week and **TE** has a confirmed video slot for the public meeting and will be submitting relevant wording in advance to be read out.   1. 20/00399/LBC – Change of use from Holiday lets, to student accommodation – Harpers Farm – **No Objections**   **c)** 20/00487/FUL – Erection of 3 dwellings, Lawn Road –   * Letter of objection submitted June 2020 – Headings as listed below * - There is no housing need in Ashleworth for this type of development * - The proposed site is unsuitable * - There will be an adverse impact on highway safety if the proposed development went ahead. * In addition to these specific objections, the Parish Council also wishes to make certain observations of relevance to this application. * The applicant very recently secured a change of use from agricultural building to a gymnasium. No actions have been taken to develop a gym. * The application states that Ashleworth has no issues with drainage. No evidence is provided for this claim and the Parish Council, GCC Highways and Severn Trent Water all have evidence to the contrary. * The application also states that Ashleworth has no issues with water supply despite the very recent very low water pressure leaving some homes with no water supply. * The Environmental study identifies the species of birds that are on site and makes recommendations NOT to disturb them. * Verges either side of the entrance to the site which are NOT in the ownership of the applicant, have been cut back to improve visibility. The objective has not been achieved and highway access is still very dangerous. * A similar application was refused less than 3 years ago and the appeal decision is still valid. * The proposal suggests that the old barn (alleged site of the gym) will be demolished and possibly put a swale drainage pond there. The whole of the old barn building is NOT in the sole ownership of the applicant and the owner of the other half will not be able to access his barn with a pond in the way. |
| 860/0720 | **Highways**  **TE** read out an update report from Highways:  Update on the Quay Lane drainage- CCTV survey completed but it is not to an adequate standard, so requested to come back to do it again.    Longridge Lane- nothing done with this yet as identified some issues on Broad ST drainage, just above Longridge lane, where the water always seemed to be on the road instead of in the system. Outlined for repair.  **TE** will continue to liaise with Highways for further updates. |
| 861/0720 | **Registration of village green and track**  As **TE** had noted the potential conflict of interest with this item, **PF** chaired this item and **TE** did not participate  **PF** reported on his findings from the Unregistered Land Department. APC are making progress in registering the green and track but there is still a lot ground to cover yet. **PF** & **NH** will liaise with residents and draft a letter with the latest updates. |
| 862/0720 | **Playground Report**  **JJ** reported that the re development plans for Woodies are in discussion and he is in communication with them regarding the play area plans. There also needs to be clarity of any further funding should the Nup End development be approved. **JJ** will provide ongoing updates. |
| 863/0720 | **Insurance review/quote**  **NH** stated that the annual insurance review and quotes had been obtained and circulated. The current provider Came and Company were the most competitive and it was agreed to stay with them. |
| 864/0720 | **Internal audit report**  **NH** circulated thereport prior to the meeting. The points raised were discussed and the report can be found on the APC documents page on the village website. |
| 865/0720 | **Items for annual Review/adoption**  a. updated Standing Orders 2020  b. updated Financial Regulations 2020  c. Privacy notice  d. Asset Register  e. Risk Register  f. Code of conduct  All of the above have been updated and circulated prior to the meeting. All agreed that the documents have been reviewed and subsequently adopted at this meeting. Documents a to f can be inspected on the village website.  **NH** noted that the annual Asset Register had been reviewed and assets inspected. The AED cabinet outside the Post Office was showing some signs of wear and tear, but that the AED unit was still secure inside the cabinet. |
| 866/0720 | **Declaration of exemption from limited assurance review and confirmation that APC has met with the exemption criteria.**  **NH** explained that as per audit report, the declaration of exemption certificate had to be reviewed and minuted as well as being posted to the website for the transparency code to be adhered to.  For reference the criteria for claiming exemption are as follows:  • Total gross income and total gross expenditure below £25k; and  • no public interest report/statutory recommendation/advisory notice/judicial review/application to court re unlawful item of account issued by its external auditor in the prior year; and  • the relevant financial year is not one of the first three years of the authority’s existence, hence, if claiming exemption for 2019/20 that means the authority has been in existence since before 1 April 2015.  **Approved and signed by TE**  **NH** noted that a time extension for submission had been granted until 31st July 2020 due to Covid-19 restrictions. |
| 867/0720 | **Approve and sign Annual Governance statement**  Each smaller authority is required by law:  • to prepare Accounting Statements for the year ended 31 March 2020 in the form required by proper practices using the relevant Annual Governance and Accountability Return forms  DRAFT  • to approve and publish the AGAR including the Accounting Statement  • to provide for the exercise of public rights, as described  and  • to publish the AGAR, including the signed external auditor report, by 31st July 2020  **Approved and signed by TE** |
| 868/0720 | **Approve and sign the Accounting Statement**  **Approved and signed by TE** |
| 869/0720 | **Finance:**  a) To approve accounts for payment:  1) Clerk wages – June/July - **£176 x 2 chq numbers 000612, 000613 - Agreed**  2) Greenfinch Grass cutting - **£670 chq number 000614 – Agreed**  b) To agree the bank reconciliation and cash book updated - **Circulated and Agreed**  c) To agree budget balances to pay - **Circulated and Agreed** |
| 870/0720 | To confirm date of next meeting as Tuesday 8th September 2020 – **Agreed** |
|  | **Meeting closed at 9.05pm** |