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| 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 11th May 2021**

**This meeting was held outside of the Post Office**

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| **Councillors Present** | **In attendance** |
| Tony Eardley (TE) Chairman | Clerk: Nicky Hill (NH) |
| Paul Finch (PF) Vice Chairman | Member of the Public x 1 |
| Aly Shayle (AS) |  |
| Grant Elliott (GE) |  |
| Paul McClain (PM) |  |
| Philip Awford (PA) |  |

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| 902/0521 | **TE** welcomed everyone to the meeting. MOP asked if there were any further updates on phase 2 of the housing development off Nup End. **TE** reported that the planning department do not inform the Parish Council of anything other than the planning application, however, it is something that APC do keep a close eye on. **TE** will be requesting an update from TBC.  An email had been received from a member of the public with suggestions and ideas for the playground project and has been passed onto **JJ** who is the lead in this project. |
| 903/0521 | **Election of Chairman and Vice Chairman for 2021-22 (in accordance with local council regulations)**  Tony Eardley was duly elected as Chairman (proposed by GE and seconded by AS)  Paul Finch was elected as Vice Chairman (proposed by TE and seconded by GE) |
| 904/0521 | **Apologies for absence.**  Apologies received from Councillor Jill Smith and Councillor James Joyce. |
| 905/0521 | **Declaration of Interests.**  **TE** declared an interest minute 911/0521 as he is lives on the Green. |
| 906/0521 | **To confirm and sign the minutes of the meeting 9th March 2021 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. |
| 907/0521 | **Matters arising /review of actions from the last meeting not on the agenda.**  None |
| 908/0521 | **Reports from invited speakers on relevant items**  Cllrs P McLain and J Smith reported on:   * Parish Councils should be receiving from Pete Edgar at TBC regular updates and Press releases from the Communications Department. * The new Major was elected on Zoom last week. He is Andrew Reece, a long serving Councillor. * The Council continues with the focus on economic and social recovery and looking at lessons learned. There are now Restart grants in addition to previous grants to get people back to work and to help the Borough encourage people out and visiting the area. This will help boost Tourism and hospitality in Tewkesbury Borough Area. * TBC are in the early stages of a planning review by the Transform Working Group. We will feedback as soon as we know more. We will be monitoring and engaging in the process. This will be helped by returning to the offices in the near future.   Councillor Philip Awford reported on:   * Highways – There have been several complaints regarding the state of the roads in the village and surrounding areas and patching of potholes has been done. Roads will be reviewed as patching is not sufficient. **PA** is hoping to have quarterly meetings with Highways and suggests that when previously done, communication and works were more efficient.**PA** will be pushing for more re surfacing of roads rather than patching. * On behalf of APC**, TE** congratulated **PA** for being re-elected for a further 4 year term. |
| 909/0521 | **Planning Matters & Decisions**  a) 21/00481//FUL- Replacement of existing wood store with plant room – Ashleworth Manor. **No objections** |
| 910/0521 | **Highways - update**  **TE** reported the Parish Councils concerns regarding the insufficient and poor job of patching along the lane from Stream Farm to Stonebow and Highways have been informed on several occasions. This is alongside the Longridge Lane and Pitch drainage issues. **PA** reported that there is ongoing communication between himself, Highways and APC.  **GE** requested that all of the redundant temporary signs be collected, **PA** will sort this with Highways.  **TE** will contact Highways for ongoing updates at the next meeting. |
| 911/0521 | **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** is awaiting update from appointed solicitor.  It was noted that a complaint had been received from the school regarding dog waste not being cleared up from the areas that the school children use for their recreation. **TE** will investigate and contact the relevant departments for urgent action. |
| 912/0521 | **Playground update**  In the absence of JJ, there were no updates.  **TE** will enquire and report findings to councillors. |
| 913/0521 | **Church grass cutting enquiry.**  An enquiry has been received by email with reference to the grass cutting in the churchyard and burial ground. **PF** reported that Ashleworth graveyard is classed as open so the church is expected to maintain it, but if it becomes full the parish council could be asked to maintain it. **NH** reported advice from NALC:  ***Contributing to grass cutting in churchyards***  *You will see from the attached briefing from NALC that support for the church is considered a 'grey' area. However, it appears to be accepted that a parish council can contribute to the grass cutting in a churchyard, as keeping the churchyard tidy benefits all residents and visitors, particularly in areas with high numbers of tourists such as our Cotswold villages. This expenditure would be under S137 of the LGA 1972.*  *Council has to balance the benefit to the community of support for the church against the likelihood of being challenged that it acted 'ultra' vires'. If it decided to support the church in some way, it could minute that it took advice and recognising that NALC considered it to be a 'grey' area, agreed to, for example, contribute £XXX for grass cutting as it recognised the benefit to the community.*  **APC** agreed to support the grass cutting as done in the past, by way of a donation under S137 when asked for by the PCC. It was agreed that the sum of £400 would remain the same and is showed in the APC annual budget. |
| 914/0521 | **Go wild in Ashleworth**  The Parish Council have been approached by the group for various ways of support including financial.  **NH** advised that although the group will have to run as an independent entity, the Parish Council has agreed to support projects and discuss any financial help that is requested. |
| 915/0521 | **Annual Playground Report Review.**  The annual playground inspection report by RoSPA was discussed and 2 Medium Risk items were identified. The Adventure Trial loose bolts require tightening, **GE** has kindly offered to action. The Monkey rings timber is in poor condition and RoSPA suggests replacing. The councillors agreed that the timber would be best removed as a new play area is currently being discussed. Updates at the next meeting. |
| 916/0521 | **Insurance Review**  The annual Parish Council Insurance quote has been received from Came and Company and the premium has gone up by £227.19 from last years premium. **NH** noted that there have been no changes or claims this past year and has obtained 2 further quotes from companies that cover Parish Councils. The like for like quote from Zurich was £369.09. It has been reviewed and agreed to accept the Zurich quote. |
| 917/0521 | **Annual inspection of assets**  **NH** has inspected items on the Asset Register and reported at the meeting.  **PF** suggested the removal of the Kissing gate as this is not on Parish Council land and not required as an asset. All agreed for the removal of this item. **GE** suggested a revised value for the phone box for insurance purposes. **NH** will investigate and revise value. |
| 918/0521 | **Items for annual Review/adoption**  a. updated Standing Orders 2021  b. updated Financial Regulations 2021  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. |
| 919/0521 | **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 2020/21 that means the authority hasbeen in existencesince before 1 April 2015.  **Approved and signed by TE** |
| 920/0521 | **Approve and sign Annual Governance statement**  Each smaller authority is required by law:  • to prepare Accounting Statements for the year ended 31 March 2021 in the form required by proper practices using the relevant Annual Governance and Accountability Return forms  • 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 30th June 2021  **Approved and signed by TE** |
| 921/0521 | **Approve and sign the Accounting Statement**  **Approved and signed by TE** |
| 922/0521 | **Finance:**  a) To approve accounts for payment:  1) Clerk wages – March/April/May **£176 x 3 chq numbers 000632, 000633, 000634 - Agreed**  2) Annual Admin charges- **£98.00 chq number 000635 - Agreed**  3) Greenfinch – Grass cutting 2020 - **£750.00 chq number 000636 - Agreed**  4) Play area inspection - **£82.20 chq number 000637 - Agreed**  5) Annual Insurance - **£369.09 chq number 000639 - Agreed**  6) Hall hire - **£9.50 chq number 000638 - Agreed**    b) To agree the bank reconciliation and cash book updated - **Circulated and Agreed**  c) To agree budget balances to pay - **Circulated and Agreed** |
| 923/0521 | To confirm date of next meeting as Tuesday 13th July 2021– **Agreed** |
|  | **Meeting closed at 9.05pm** |