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| Ashleworth Parish Council  Clerk: Nicky Hill  **Tel**: 07771 610027 **Email**:ashleworthpc@gmail.com | small |

**Minutes of the Meeting of 9th May 2023**

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| **Councillors Present** | **In attendance** |
| Tony Eardley (TE) | Clerk: Nicky Hill (NH) |
| Paul Finch (PF) Vice Chairman | Members of the public - None |
| James Joyce (JJ) |  |
| Grant Elliott (GE) |  |
| Councillor Jill Smith (JS) |  |

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| 117/0523 | **Election of Chairman and Vice Chairman for 2023-24 (in accordance with local council regulations)**  **All Councillors to sign acceptance of office and register of interest forms.**  Tony Eardley was duly elected as Chairman (proposed by **GE** and seconded by **JJ**)  Paul Finch was elected as Vice Chairman (proposed by **TE** and seconded by **GE**)  All forms were signed and returned to the clerk ready to present to TBC. |
| 118/0523 | **Welcome from the Chairman**  **Please note that the council meeting will be preceded by ‘Public Question Time’**  No members of the public were present.  A minute’s silence was held as a mark of respect of the passing of Councillor Philip Awford. On behalf of APC, **TE** paid respect to the valued work Councillor Philip Awford did for the Parishes and in particular his keen interest in Ashleworth village. He was a great asset and will be very sadly missed. |
| 119/0523 | **Apologies for absence.**  Apologies received from Councillor Paul Mclain & Councillor Aly Shayle |
| 120/0523 | **Declaration of Interests.**  TE declared an interest on minute 125/0523 as he lives on the Green. |
| 121/0523 | **To confirm and sign the minutes of the meeting 14th March 2023 and exchange of backed up/updated APC files USB.**  No amendments were necessary, and the minutes were agreed and signed. The Chairman and the Clerk exchanged the APC updated USB’s. |
| 122/0523 | **Matters arising /review of actions from the last meeting not on the agenda.**  **GE** requested an update on the 2 Nup End road signs and although a reference number has been obtained from TBC Property Services team, **NH** reported no further update from TBC. **JS** will chase**.** |
| 123/0523 | **Reports from invited speakers on relevant items.**  **JS** reported that there will be a management structure induction taking place at TBC offices on Wednesday 10th May, to include newly elected councillors. |
| 124/0523 | **Highways – update**  **GE** reported thatHighways had jetted drains near to School Pitch and said they were now working well. However, **GE** noted that after heavy rainfall, the drains were not working and the road flooded again. He reported again to Highways and awaiting response.  A previous query to Highways regarding cutting verges on road junctions has not been clarified sufficiently. **NH & TE** will look into and liaise with Highways.  It was also noted that patching of potholes had been done on Ham Road and Broad Street, but were not sufficient. |
| 125/0523 | **Village green and track registration update**  **PF** is still awaiting updates from Land Registry and the solicitor. **PF** asked councillors to clarify and agree to which parts of the Green are to be registered with land registry. **TE** did not participate in the decision, however **PF, GE, JJ** agreed that the areas to be registered include the Green, the Track, the outer edge of the track to the boundaries of properties and boundaries up to 2 field gateways. **PF** noted that there were no deeds of ownership for the Green and asked **NH & TE** to check records. |
| 126/0523 | **Playground Update**  **GE** has received 3 quotes for the removal of trees to allow for planting of grass play area surface. It was agreed in principle to go with the cheapest quote of £1860 and **GE & TE** will report findings at a meeting with The Woodpeckers (TBA). **TE** suggested inviting members of the public and Go Wild to further meetings, to ensure relevant information regarding the removal of trees is explained. **PF** also suggested asking for locations as substitute alternative tree planting. |
| 127/0523 | **Bank forms to sign.**  **NH** collated the Virgin Money bank forms for **TE, PF & GE** to sign, in order for the dual authentication online banking.  Forms signed and **NH** will return to Virgin Money Bank. |
| 128/0523 | **S137 Church Grant.**  As discussed at the previous meeting, the PCC have requested S137 grant money for cemetery maintenance. Councillors discussed and **TE** will draft a response to PCC seeking further confirmation of costs in order that APC can base the amount decided at the next meeting. This is to satisfy the requirements of APC annual audit. |
| 129/0523 | **Insurance review/quote.**  **NH** circulated the insurance review and quote. This year’s policy renewal quote has slightly increased by £7.00 and the Parish Council are on a 3 year plan with Zurich Insurance which guarantee to keep premiums reasonable with inflation. It was agreed that the quote is acceptable and **NH** will proceed with processing the renewal. |
| 130/0523 | **Annual inspection of assets**  **NH** reported that monthly asset inspections checks have taken place including the monthly reporting of the AED checks and submitted to the reporting provider, The Circuit. |
| 131/0523 | **Playground Area Inspection Report.**  **NH** circulated the report prior to this meeting, it was noted that there was nothing that needed immediate attention, however, some of the equipment has been earmarked for wear and tear attention in the future but agreed no further action at this stage given that the equipment will be removed before the next Inspection. |
| 132/0523 | **Items for annual Review/adoption**  a. (updated) Standing Orders 2023  b. (updated) Financial Regulations 2023  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 can be inspected on the village website. |
| 133/0523 | **Finance:**   1. To approve accounts for payment: 2. Clerk wages for March/April/May - £187.68 x 3 chq numbers 000692, 000693, 000694 – **Agreed** 3. Annual Admin charges - £98.00 chq number 000695 - **Agreed** 4. APM expenses - £33.30 chq number 000696 - **Agreed** 5. GRCC annual subscription - £25.00 chq number 000697 - **Agreed** 6. GAPTC annual subscription - £161.96 chq number 000698 - **Agreed** 7. Zurich Annual Insurance - £379.71 chq number 000699 - **Agreed** 8. Playground Report - £90.00 chq number 000700 - **Agreed** 9. Hall Hire - £30.00 chq number 000701 – **Agreed** 10. G Elliott – Bus shelter board - £120.00 chq number 000702 – **Agreed**      1. To agree the bank reconciliation and cash book updated - **Circulated and Agreed** 2. Receipt of Precept from TBC £5,500 - **Confirmed** 3. Certificate of Exemption – Agar 2022/223 – **Confirmed and signed** |
| 134/0523 | To confirm date of next meeting as Tuesday 11th July 2023– **Agreed** |
|  | **Meeting closed at 8.50pm** |