



**Public Notice is given of  
Ashchurch Rural Parish Council Meeting  
To be held at 6.30pm on Monday 18 December 2023  
In The Dunlop Room at The Devereux Centre, Barton Road,  
Tewkesbury. GL20 5GJ for the transaction of business on the  
following agenda**

**Members of the public and press are invited and encouraged to  
attend the meeting**

**To all Members of Ashchurch Rural Parish Council**

Councillors are hereby summoned to attend **the Meeting of Ashchurch Rural Parish Council** to be held on **Monday 18 December 2023** in the **Dunlop Room of the Devereux Centre, Tewkesbury** commencing at **6.30pm** for the transaction of business on the following agenda.

**Signed**

**Jules Owen FSLCC (FdCG)**

Parish Clerk and Responsible Financial Officer

Email: [clerk@ashchurchruralpc.org.uk](mailto:clerk@ashchurchruralpc.org.uk)

11 December 2023

**AGENDA**

- 18.12.23.1 To receive and approve apologies for absence and confirm the meeting is quorate
- 18.12.23.2 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
- 18.12.23.3 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)
- 18.12.23.4 To confirm and sign the Minutes of the Parish Council Meetings held on 20 November 2023 circulated to members prior to the meeting
- 18.12.23.5 To receive a report from Borough Councillor M. Gore (last attended 20 November 2023)
- 18.12.23.6 To receive a report from Borough Councillor C. Coleman (last attended 22 May 2023)
- 18.12.23.7 To receive a report from the County Councillor (last attended 20 November 2023)
- 18.12.23.8 To receive an update on the Garden Town and agree actions
- 18.12.23.9 To receive an update on the Neighbourhood Development Plan review and agree actions
  - 9.1 To consider proposal from Gloucestershire Wildlife Trust to provide consultancy support to the NDP Review
- 18.12.23.10 To receive the Clerk's Report
- 18.12.23.11 To received details of decisions made under delegated authority since the last meeting on 20 November 2023
- 18.12.23.12 **Finances – documents circulated prior to the meeting**
  - 12.1 To approve the December 2023 Payment List below and record income received:

HMRC	PAYE October to December 2023	1555.62
Local Government Pension Scheme	November 23, including employee contributions	968.19
Staff	December 23 salaries	2809.69
PATA (UK)	October-December 23 payroll	91.30
L Beech	Assistant Clerk's expenses November 23	36.30
J Owen	Clerk's expenses November 23	44.63
O2	Mobile phones - November 23	14.06
Ashchurch Village Hall	Room hire, October/November 23	178.00
Microsoft Apps	Monthly fee - October 23	10.32
		<b>5708.11</b>

- 12.2 To approve the bank reconciliation
- 12.3 To receive 2023/24 budget preparation information and agree actions
- 12.4 To approve an additional payment to Edge Limited for £237.00 plus VAT as receipts have exceeded the band covered by the current package
- 18.12.23.13 To consider changing the venue for Parish Council Meetings and agree actions
- 18.12.23.14 **Planning:**
  - 14.1 To receive the draft minutes of the Planning Sub-committee and agree actions regarding the following:
  - 14.2 **Appeal Notification:**  
**APPLICATION NO:** 21/01013/FUL  
**DESCRIPTION:** Erection of 10 no. dwellings, garages, construction of internal estate road, formation of parking areas and gardens/amenity space  
**LOCATION:** Lunn Cottage, Aston Cross, Tewkesbury. GL20 8LP  
**Response to be submitted by: 3 January 2024**
  - 14.3 **APPLICATION NO:** 23/00965/FUL  
**DESCRIPTION:** Full Planning Application for the conversion and extension of an existing outbuilding for use as a residential annex, including associated operational development and enlargement of residential curtilage (resubmission)  
**LOCATION:** The Threshing Barn, Walton Cardiff Lane, Tewkesbury  
**GRID REF:** 390897 232293  
**Response to be submitted by: N/A**
- 18.12.23.15 To consider the purchase of a printer for Assistant Clerk and agree actions
- 18.12.23.16 To consider the purchase of projector and agree actions
- 18.12.23.17 To receive an update on the provision of grit bins in the Parish and agree actions
- 18.12.23.18 To discuss the need for a litter bin in Fiddington and agree actions
- 18.12.23.19 To discuss the Barleyfields dog bins and agree actions
- 18.12.23.20 To consider expenditure items for S106 and CIL monies and agree actions
- 18.12.23.21 To receive an update on Highway matters and agree actions
- 18.12.23.22 To consider the website including responsibilities for updates and agree actions
- 18.12.23.23 To receive an update from community engagement activities (Welcome Tuesdays, Facebook etc)
- 18.12.23.24 To note agenda items for the next Parish Council Meeting
- 18.12.23.25 In view of the confidential nature, Council is advised to resolve to exclude the press and public from the meeting for the following item, pursuant to The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2)
- 18.12.23.26 To discuss current level of Clerical Support and agree actions
- 18.12.23.27 To approve salary increment for the Clerk in recognition of achieving qualification
- 18.12.23.28 Date of next meeting – 22 January 2024

**END OF AGENDA**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual orientation, faith, marital status and disability); Crime and Disorder (Section 17); Health and Safety; and Human Rights.*