

**Minutes of Ashchurch Rural Parish Council Meeting held on Monday 21<sup>st</sup> May 2018 at  
7.00 pm in Sherdons Golf Centre**

Present: Cllrs J Hargreaves JH (Chairman), T Davies TD, D Garnett DG,  
D Street DS, B Cook BS,  
3 members of the public  
In attendance P Clarke

**PUBLIC PARTICIPATION ON AGENDA ITEMS & MATTERS OF MUTUAL INTEREST**

It was agreed that community information could be put onto the website, the Clerk will verify the content and notify the Councillors

01.05.18	<b>ELECTION OF CHAIRMAN AND ACCEPTANCE OF OFFICE</b> DS proposed JH, seconded TD and agreed. The Chairman signed the acceptance of office and welcomed Councillors and members of the public.
02.05.18	<b>ELECTION OF VICE CHAIRMAN AND ACCEPTANCE OF OFFICE</b> Councillor Brown was not in attendance but was proposed by DS, seconded by TD. To be agreed at the next meeting <b>Future Agenda Item</b>
03.05.18	<b>APOLOGIES FOR ABSENCE</b> C. Cllr V Smith, B. Cllr H McLain Cllrs Shurmer and Brown
04.05.18	<b>DECLARATIONS OF INTEREST</b> JH – Item 20 Planning decision 00279/FUL Hillview DS - Item 23 ( <i>TRAFFIC ISSUE ON ASTON FIELDS LANE</i> )
05. 05.18	<b>TO CONFIRM THE MINUTES OF 23 APRIL 2018</b> <b>Resolved – All Agreed and signed by the Chairman</b>
06.05.18	<b>TO NOTE ANY MATTERS ARISING NOT OTHERWISE ON THIS AGENDA</b> 6.1 Pamington Junction Alignment No update
07.05.18	<b>REPORTS</b> Neighbourhood Plan <ul style="list-style-type: none"> <li>Copies of the plan with amendments had been circulated</li> <li>Cllr Shurmer had expressed some concerns</li> <li>There are still a few amendments to be included before consultation</li> <li>All councillors to go on acknowledgements plus, Robert Stone, Jo Mcauley and Ian White</li> <li>To contact Cllr Shurmer on his return in early June to discuss his concerns</li> </ul> GDPR <ul style="list-style-type: none"> <li>Clerk noted must consider privacy statement for letters and emails</li> <li>Clerk to destroy previous years applications. A doctor or councillor to verify applicant</li> <li>Scheme will be flexible</li> <li>Clerk to send out draft with amendments to Councillors</li> </ul> Defibrillator <ul style="list-style-type: none"> <li>Report due following week</li> </ul> <p style="text-align: right;"><b>A: Clerk</b></p>

	<p>Website</p> <ul style="list-style-type: none"> <li>• The old website includes old NDP plan, to ask Jon Harris to take it down</li> <li>• To include Rawlings construction on website</li> </ul> <p>Working Groups</p> <ul style="list-style-type: none"> <li>• No meetings</li> </ul>
08.05.18	COUNTY COUNCILLOR Not in attendance
09/05/18	BOROUGH COUNCIL Not in attendance
10/05/18	<p><b>FINANCIAL REPORTS</b></p> <p>Clerk had received training from Edge and circulated reprot to members</p> <p>Clerk to open online account with Unity Bank</p> <p>JH, AB, DG and BC to be signatories</p> <p>Clerk to ask Robert Stone for cheque book</p>
11.05.18	<p><b>Review Financial Regulations</b></p> <p>JH and DG agreed to consider document</p> <p style="text-align: right;"><b>Future Agenda Item</b></p>
12.05.18.	<p><b>Review Standing Orders</b></p> <p>Clerk had received amendment to model and will bring back to next meeting</p> <p style="text-align: right;"><b>Future Agenda Item</b></p>
13.05.18	<p><b>Review Insurance Policy</b></p> <p>To consider at next meeting</p> <p style="text-align: right;"><b>Future Agenda Item</b></p>

14.05.18	<b>Appointment of Councillor Auditor</b> Members agree to appoint TD as he is not a signatory to the account
15.05.18	<b>Accounts for Payment - Accounts as list were agreed</b> JH and BC will go to Branch to arrange for a new cheque book <div style="text-align: right;"><b>A: JH. BC</b></div>
16.05.18	<b>Section 1 - Annual Governance Statement 17/18</b> <b>Members agreed statements</b>
17.05.18	<b>Section 3 – Accounting Statements 17/18</b> Clerk has completed end of year figures and booked a date with internal auditor and will ask Iain Selkirk about depreciation <div style="text-align: right;"><b>A: Clerk</b></div>
18.05.18	<b>Review assets register</b> Will consider asset register at future meeting <div style="text-align: right;"><b>Future Agenda Item</b></div>
19.05.18	<b>Review Risk Register</b> Will consider risk strategy at future meeting. JH and DG agreed to go through model statement <div style="text-align: right;"><b>A: JH and DG</b></div>
20.05.18	<b>PLANNING</b>  <b>APPLICATIONS 18/00397/PDE - Demolition of existing conservatory and erection of a single storey rear extension. Court Cottage Pamington Lane Pamington</b>  No Observations  <b>18/00272/FUL - Two storey side extension White House Pamington Lane</b>  No observations

	<p><b>17/01203/FUL - Variation of Condition 2 (design principles) of planning permission 13/01003/OUT (Outline planning application (with all matters reserved except access) for proposed garden centre, retail outlet centre and ancillary facilities together with associated infrastructure works including access, car parking and landscaping)   Land South Of The A46 And North Of Tirl Brook Ashchurch Tewkesbury Gloucestershire</b></p> <p>Need explanation on this condition</p> <p><b>No observations</b></p> <p><b>17/00406/LBC AND 18/00405/FUL - Alterations to internal layout, insertion of a window and satellite dish. (Porch previously approved under 17/00836/FUL/17/00837/LBC) Fiddington Manor, Fiddington, Tewkesbury ENFORCEMENT ENF 18/00068/BOCON - Alleged breach of occupation condition. AT: Three Ways Claydon Tewkesbury DECISION NOTICE 00279/FUL - Extension to existing building. Change of use from holiday let accommodation to full time residential ac</b></p> <p><b>No observations</b></p>
21.05.18	<p><b>Street Naming and Numbering Consultation for the Linden Homes Pamington Lane Site.</b></p> <p>No Comments</p>
22.05.18	<p><b>Street Naming and Numbering Consultation for Kingsdell Properties development at land to the rear of Queen Head Inn, Aston Cross.</b></p> <p>No Comments</p>
23.05.18	<p><b>TRAFFIC ISSUE ON ASTON FIELDS LANE (BEHIND CAMP)</b></p> <p>This has become a rat run – an alternative route from M5</p> <p>Access only wouldn't work and lowering hedging may increase speed so no further comments</p>
24.05.18	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>None</p>
25.05.18	<p><b>TO NOTE ANY OTHER BUSINESS FOR INFORMATION ONLY OR FOR FUTURE DISCUSSION</b></p> <p>Bollards on Pamington Lane – Email from Chris Riley had been circulated, asking for suggestions, members asked Clerk to write to Cllr Shurmer for any comments</p> <p style="text-align: right;"><b>A: Clerk</b></p>

	<p>It was suggested that an HGV limit notice be put on Walton Cardiff Lane – Clerk will write to Chris Riley with suggestion</p> <p style="text-align: right;"><b>A: Clerk</b></p>
26.05.18	<p><b>TO NOTE FUTURE MEETINGS - ANNUAL MEETING OF THE PARISH OF ASHCHURCH ON WEDNESDAY 30th May at 7pm</b></p> <p><b>PARISH COUNCIL MEETING MONDAY 25th June 2018</b></p> <p>TD gave his apologies for Annual meeting</p> <p>Thanks were expressed to Jo Macauley for her help in the organisation of refreshments No further business and the meeting ended at 8.55pm</p>