



Ashchurch Rural Parish Council
Minutes of the Parish Council Meeting
held on 21 August 2023
at 6.30pm

Venue: The Devereux Centre, Tewkesbury, Gloucestershire. GL20 5GJ

Present: Cllr. T. Davies (Chairman), B. Cook, R. Drewitt, D. Garnett, G. Grey, S. Mitchell and I. Parker.

Attendees: Clerk/RFO, J. Owen, Assistant Clerk L. Beech, Borough Cllr. M. Gore, Borough Cllr. V. Smith and ten members of the public.

21.8.2023.1 **To receive and approve apologies for absence and confirm the meeting is quorate**
The Clerk confirmed the meeting was quorate.

21.8.2023.2 **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**

A Pamington resident raised concerns regarding B4079 road surface requiring resurfacing and their objection to planning application: 23/00590/OUT citing the road system, sewage and doctor's surgeries cannot cope with the increased pressure this would bring.

A member of St Nicholas's Church enquired as to whether the brown bin subscription would be renewed by the council. **COUNCIL CONFIRMED** this was on the agenda under Finance.

A Pamington resident raised concerns regarding following:

- Measurements of local fields and roads for potential development purposes.
- How would Tewkesbury Borough Council (TBC) mitigate builders creating piecemeal sites?
- Communication with communities needed improvement and should consult not showcase.
- How would the Ashchurch Rural Parish Council (ARPC) Neighbourhood Development Plan (NDP) impact planning?
- Could ARPC meeting agenda and minutes be distributed via email?

COUNCIL CONFIRMED the Neighbourhood Development Plan (NDP) would go into review which would give residents/Parish Council opportunity to enhance the policies by which developers must abide and provide an opportunity to reference the Garden Town (GT) directly. Chairman invited members of the parish to join the NDP review committee to assist with this task. Clerk to arrange subscription function for agenda and minute distribution via the website.

21.8.2023.3 **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)

None received.

21.8.2023.4 **To confirm and sign the Minutes of the Parish Council Meetings held on 17 July 2023 circulated to members prior to the meeting**

The Minutes of the Parish Council Meeting held on 17 July 2023 which had previously been circulated to all members, were **AGREED BY COUNCIL** and signed by the chairman.

21.8.2023.5 **To receive the Clerk's Report**

The Clerk's report had been circulated to members prior to the meeting and its content noted.

21.8.2023.6 **To received details of decisions made under delegated authority since the last meeting on 17 July 2023**

None.

21.8.2023.7 **To receive a report from the Borough Councillor (last attended 17 July 2023)**

Councillor Gore explained:

- A site meeting with GCC Highways and National Highways had taken place to discuss both parties refusing development that puts further traffic pressures on the A46. National Highways confirmed that a central government directive states they can no longer 'refuse development on grounds of capacity, only on the grounds of public safety.' A further meeting will be arranged with TBC Director of Place to challenge this policy.
- TBC have requested National Highways re-assess the need for a pedestrian crossing at Barleyfields junction.
- TBC have engaged with local police regarding street racing on Fiddington Fields site. There will be increased patrols, however if seen, please report on 101.
- Planning application: 22/01320/OUT for land in Natton to Homedowns will go to appeal in October 2023.

In response to concerns raised in agenda item 2, Cllr Gore confirmed an action plan would be published detailing how communication and engagement would be achieved.

21.8.2023.8 **To receive a report from Borough Councillor C. Coleman (last attended 22 May 2023)**

None received.

21.8.2023.9 **To receive a report from the County Councillor (last attended 23 January 2023)**

County Cllr. Smith's made the following points;

- Gloucestershire County Council (GCC) continue work with National Highways to B4079 (Seven Bends) and have put funding forward for maintenance works.
- Fiddington road surface dressing is subject to weather and was due to be completed soon.
- The M5 J9 project was not going forward with consultation at this time.

- Tour of Britain would take place between Tewkesbury and Gloucester on 9 September 2023.

- 21.8.2023.10 **To receive an update on the following Parish Council procedures and resolve to agree actions - documents circulated prior to the meeting:**
- 21.8.2023.10.1 **To review Absence Management Policy**
COUNCIL APPROVED the Absence Management Policy.
- 21.8.2023.10.2 **To review Communications Policy**
COUNCIL APPROVED the Communications Policy.
- 21.8.2023.10.3 **To review Cookie Policy**
COUNCIL APPROVED the Cookie Policy.
- 21.8.2023.10.4 **To review Website Policy**
COUNCIL APPROVED the Website Policy.
- 21.8.2023.11 **Finances – documents circulated prior to the meeting**
To approve the August 2023 Payment List/those paid since the last meeting and to note receipts
COUNCIL APPROVED the August 2023 Payment list and payments since the last meeting of **£5314.87** (See Appendix A).
- The following payments were also authorised:
- £214.20 to New Docs for room hire.
- 21.8.2023.11.1 **To approve the August 2023 Payment List/those paid since the last meeting and to note receipts**
COUNCIL VOTED against paying for the brown bin for St Nicholas’s Church citing that this service did not benefit the majority of the community.
- 21.8.2023.11.2 **To approve the bank reconciliation**
COUNCIL APPROVED the bank reconciliation and was signed by Cllr. Mitchell.
- 21.8.2023.11.3 **To receive the Budget Monitoring Report**
COUNCIL RECEIVED the Budget Monitoring Report.
- 21.8.2023.11.4 **To receive the External Audit Report**
COUNCIL RECEIVED External Audit Report.
- 21.8.2023.11.5 **To approve Assistant Clerk’s attendance at GAPTC training event**
COUNCIL APPROVED Assistant Clerk’s attendance to ‘Planning in Plain English’ at a cost of £35.00
- 21.8.2023.11.6 **To approve Councillor training sessions with GAPTC**
COUNCIL APPROVED five training courses for members of the council at a total cost of £190.00
- 21.8.2023.12 **Planning:**
- 21.8.2023.12.1 **APPLICATION NO:** 23/00600/APP
DESCRIPTION: Reserved matters for the infrastructure phase of development at Fiddington South comprising details of the spine road, drainage strategy and associated landscaping in accordance with Outline Appeal permission ref: 21/00451/OUT

LOCATION: Land At Fiddington South, Ashchurch, Tewkesbury

GRID REF: 391665 232206

Response to be submitted by: 25 August 2023

COUNCIL AGREED to submit a response of: No Comment.

- 21.8.2023.12.2 **APPLICATION NO:** 23/00590/OUT (**duplicate application to 22/01320/OUT**)
DESCRIPTION: Residential Development (up to 120 dwellings), associated works including infrastructure, open space and landscaping. Vehicular access from Fiddington Lane
LOCATION: Parcel 5558, Road from Natton To Homedowns, Ashchurch
GRID REF: 392552 232586
Including S106 requirements and agree actions
Response to be submitted by: 25 August 2023
COUNCIL AGREED to submit objections referencing ARPC objections to duplicate planning application 22/01320/OUT including an independent traffic analysis report commission by ARPC named 'Land off Fiddington Lane Transport Objection'. Further objections referencing traffic, dangers of railway crossing and loss of amenity were also included.
ARPC requested that should planning be granted; S106 contributions should be made to the proposed Community Centre in the planned neighbouring housing estate to mitigate for the residents of the proposed development.
- 21.8.2023.12.3 **APPLICATION NO:** 23/00661/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
GRID REF: 394236 233752
Response to be submitted by: 23 August 2023
COUNCIL AGREED to submit a response of: ARPC object to the planning referencing A46 traffic, danger of site and homeowner access, loss of amenity and potential flooding.
- 21.8.2023.12.4 **APPLICATION NO:** 23/00681/FUL
DESCRIPTION: Removal of existing greenhouse and poly-tunnel and erection of new greenhouse
LOCATION: Withy Birch, Pamington Lane, Pamington
GRID REF: 394108 23318
Response to be submitted by:
COUNCIL AGREED to submit a response of: No objections.
- 21.8.2023.12.5 **APPLICATION: NO:** 21/01390/FUL
DESCRIPTION: Erection of a single storey extension and decking (retrospective)
LOCATION: White House, Pamington Lane, Pamington
COUNCIL NOTED TBC made the decision of PERMIT on application 21/01390/FUL
- 21.8.2023.13 **To consider responses to community engagement: Pamington and Barleyfields Traffic Questionnaire and agree actions**
COUNCIL RECEIVED statistical analysis of recent questionnaire. **COUNCIL AGREED** the results should be shared with local community and used to provide context of public feeling to stakeholders such as TBC, National Highways and GCC Highways.
- 21.8.2023.14 **To accept and sign the Deed of Gift from JBM Solar Projects 17 Limited to Ashchurch Rural Parish Council in reference to the Claydon Solar farm and agree actions**

- COUNCIL CONSIDERED** the updated Deed of Gift offer from JBM Solar and noted it was not index linked. **COUNCIL AGREED AND SIGNED** deed of gift.
- 21.8.2023.15 **To consider expenditure items for S106 and CIL monies and agree actions**
COUNCIL NOTED a potential use of S.106 and CIL funding could be the resurfacing of the Public Right Of Way from the edge of the solar farm over, the bridge to Monks Lane.
- 21.8.2023.16 **To consider quotation from Andrea Pelligram Planning Consultant in relation to Neighbourhood Development Plan review and agree actions**
COUNCIL AGREED to accept quotation and move forward with the NDP Review.
- 21.8.2023.17 **To receive an update on the Garden Town agree actions**
COUNCIL PROVIDED update on a recent meeting between ARPC and TBC Leader Cllr. Richard Stanley and TBC Chief Executive Alistair Cunningham to discuss the Garden Town. TBC have acknowledged their previous mistakes regarding community engagement and working practice and were keen to engage with ARPC in a proper manner going forward.
- 21.8.2023.18 **To receive an update on Highway matters and agree actions**
COUNCIL AGREED Clerk to provide signposting to local community to encourage individual enquiries and reporting directly.
- 21.8.2023.19 **To receive an update from community engagement activities (Welcome Tuesdays, Facebook etc) and agree actions**
Clerk confirmed questions regarding resurfacing on Fiddington Lane were raised numerous times and GCC Highways confirmed the delays were due to weather.
- 21.8.2023.20 **In view of the confidential nature, Council are 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)**
- 21.8.2023.21 **To receive a report from the Staffing Committee with regard to the Assistant Clerk's Annual Appraisal**
COUNCIL RECEIVED the Assistant Clerk's annual appraisal from the Staffing Committee and confirmed they were happy with their progress and thanked them for their hard work.
- 21.8.2023.22 **To note agenda items for the next Parish Council Meeting**
None noted.
- 21.8.2023.23 **Date of next meeting: 25th September 2023**
Meeting Closed at 9.15pm

APPENDIX A

**Ashchurch Rural Parish Council
Financial Report
21 August 2023**

| Payments made since last meeting on 17.7.23 | Details | Total |
|--|---|------------------------|
| PATA | April to June 23 Payroll services - Inv. No. 22/126/PPS | 51.30 |
| Northway Parish Council | JR legal fees refund | 9018.51 |
| Bredon Parish Council | JR legal fees refund | 9018.51 |
| Local Government Pension Scheme | July 23, including employee contributions | *622.84 |
| Staff | July 23 salaries | 1973.89 |
| | | 20010.91 |
| | *£622.84 - paid after 31.7.23, therefore to be deducted from bank account balance below | |
| | | |
| Payment List for authorisation on 21.8.23 | | |
| Staff | August 23 salaries | 1973.89 |
| Local Government Pension Scheme | August 23, including employee contributions | 622.84 |
| John Preece & Sons | Inv. 677 - verge maintenance on 21.7.23 | 920.40 |
| Simply Flowers by J Hiorns | Ref. D. Street | 40.00 |
| PKF Littlejohn LLP | Inv SB20230290 External Audit fee | 378.00 |
| J K Owen | Clerk's expenses July 23 | 62.19 |
| L Beech | Assistant Clerk's expenses July 23 | 29.01 |
| O2 | Mobile phones - August 23 | 14.06 |
| Tewkesbury Printing Company | Inv. 92064 - A4 posters | 20.00 |
| Microsoft Apps | Monthly fee - Inv. E0500NYFHH | 9.48 |
| Jeremy Brookes | Inv. 2194 - August 23 Grounds Maintenance | 1245.00 |
| | (To be deducted from bank account balance below) | 5314.87 |
| | | |
| Receipts since last meeting on 17.7.23 | | |
| No receipts | | 0.00 |
| | | |
| Bank account balances at 31.7.23 | | |
| Current Account | As per Bank Reconciliation No. 75 | 45087.49 |
| Deposit Account | As per Bank Reconciliation No. 28 - no further transactions | 22135.40 |
| | Closing balance at Unity Trust Bank | <u>67222.89</u> |

Signed Date
Chairman, T. Davies