



Ashchurch Rural Parish Council
Minutes of the Parish Council Meeting
held on 20 November 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, County Cllr. V. Smith and three members of the public
- 20.11.23.1 **To receive and approve apologies for absence and confirm the meeting is quorate**
None.
The Clerk confirmed the meeting was quorate
- 20.11.23.2 **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**
A Fiddington resident raised concerns regarding:
 - Missing speed limit signs between Homedowns and Fiddington
 - National Highways failure to instate yellow box road markings at the traffic light junction of A46 and Fiddington LaneClerk read aloud concerns submitted by residents regarding removal of large hedgerow on A46 at Cotswold Outlet site by contractors. Other points raised were discussed during the appropriate agenda item.

COUNCIL AGREED Clerk to investigate highways issues further and liaise with Tewkesbury Borough Council (TBC) enforcement officer regarding hedge removal
- 20.11.23.3 **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)**
None
- 20.11.23.4 **To confirm and sign the Minutes of the Parish Council Meetings held on 16 October 2023 circulated to members prior to the meeting**
The minutes of the Parish Council Meeting held on 16 October 2023 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the Chairman
- 20.11.23.5 **To received details of decisions made under delegated authority since the last meeting on 16 October 2023**
COUNCIL APPROVED Garden Town community engagement postcard printing cost for £114.00
- 20.11.23.6 **To receive a report from Borough Councillor M. Gore (last attended 16 October 2023)**
Councillor Gore explained:
 - TBC was due to run a Reg 18 consultation during December 2023 and January 2024 for the new Combined Local Plan. Cllr Gore confirmed:
 - The online questionnaire addressed multiple themes

- Questionnaire had non-compulsory questions to ensure relevance
 - The document combined Local Plan with Joint Core Strategy
 - Results would not be used for housing allocation
 - Awaiting confirmation of publication
 - TBC have issued an Interim Housing Position statement confirming they do not have a 5-year housing land supply and outlines how applications will be dealt with during the period
 - The Garden Town (TGT) first round of engagement was complete and a new governance structure had been approved, including an Assurance Board to drive to the program. Cllr Gore confirmed no decisions were made at board level and full council had that responsibility
 - An Enforcement Issues training session would be available to parish councils focusing on Airbnb issues and antisocial behaviour, as well as planning breaches and permitted developments
- 20.11.23.7 **To receive a report from Borough Councillor C. Coleman (last attended 22 May 2023)**
None received
- 20.11.23.8 **To receive a report from the County Councillor (last attended 16 October 2023)**
County Cllr. Smith's (C.C) report had been circulated to members prior to the meeting.
Also noted:
- A site meeting between C.C Smith, Gloucester County Council (GCC) Highways manager and ARPC had been arranged to discuss various highways issues in Pamington and beyond
 - The A46 consultation had failed to progress to the next stage and GCC were continuing to work with National Highways on alternative solutions
 - Local MP had requested improvements to the A46 prior to the A46 solution being resolved
 - The Local Government Boundary Commission had published proposals for new division boundaries to redistribute growth in local populations more fairly, including the creation of a new division in Tewkesbury. He confirmed online consultations were currently open to residents and local organisations
- 20.11.23.9 **To receive an update on the Garden Town and agree actions**
COUNCIL CONFIRMED
- Cllr Garnett and Cllr Davies were sitting on the Governance Oversight Board and the next sitting were 7 December and 22 December 2023
 - Cllr Parker was sitting on the TGT Parish Liaison Group
- 20.11.23.9.1 **To discuss Tewkesbury Borough Council Community Engagement events and agree actions**
COUNCIL CONFIRMED ARPC had invited TBC to hold a local engagement event in Ashchurch Village Hall to gather feedback from parish residents on Saturday 2 December 2023 from 1pm - 3pm. Clerk advertised via Facebook, posters on Noticeboards and postcard direct mail
- 20.11.23.10 **To receive an update on the Neighbourhood Development Plan review and agree actions**
COUNCIL PROVIDED update on Neighbourhood Development Plan (NDP) Review visioning meeting stating it was well attended and had received positive feedback from attendees. ARPC had liaised with Gloucestershire Wildlife Trust (GWT) to ascertain options available to support NDP Review. ARPC also met with TBC Policy Planner to request information regarding ARPC housing requirements levels. Chairman T. Davies accompanied TBC Executive Director of Place on a tour of the parish to explain challenges faced in ARPC and offered to work with TBC.
- COUNCIL CONFIRMED** the Review would focus on the following policies:
- Local nature recovery strategy
 - Village buffers

- A small housing allocation

10.1 **To consider proposal from Gloucestershire Wildlife Trust to provide consultancy support to the NDP Review**
COUNCIL CONFIRMED GWT offered a bronze, silver and gold package of consultancy to support the NDP Review. **COUNCIL AGREED** to investigate scope and costings to ensure value for money

20.11.23.11 **To receive the Clerk's Report**
 The Clerk's report had been circulated to members prior to the meeting and its content noted

20.11.23.12 **To ratify insurance renewal at a cost of £341.43 with Clear Council Insurance**
COUNCIL AGREED insurance renewal at a cost of £341.43

20.11.23.13 **Finances – documents circulated prior to the meeting**

20.11.23.13.1 **To record income received up to 9 November 2023 and approve the November 2023 Payment List below**

GAPTC	Inv 262 - Training (Planning in Plain English)	70.00
L Beech	Assistant Clerk's expenses October 23	38.25
O2	Mobile phones - October 23	14.06
Jeremy Brookes	Inv. 2229- October 23 Grounds Maintenance	1245.00
Microsoft Apps	Monthly fee - October 23	9.48
	(To be deducted from bank account balance below)	1376.79

COUNCIL APPROVED the November 2023 Payment list and payments since the last meeting of £1,376.79 (See Appendix A)

The following payments were also authorised:
 £32.10 and £147.72 to New Docs for meeting room hire
 £114.00 to Tewkesbury Printing for postcards

COUNCIL NOTED:

- New Docs meeting room hire has had annual price review and the cost per hour would increase from £59.50 to £61.50
- Microsoft Apps monthly fee would increase from £9.48 to £10.42
- ARPC had received the Neighbourhood Planning Grant of £7,803.00
- ARPC had received the first tranche of CIL monies from TBC of £54,212.26

20.11.23.13.2 **To authorise extra hours for Assistant Clerk due to Clerk's absence and agree actions**
COUNCIL AUTHORISED eight additional hours accrued by Assistant Clerk for payment in December salary

20.11.23.14 **To consider Finance and General Purpose Committee establishing a Planning Sub-committee and agree actions**
COUNCIL AGREED the Finance and General Purpose Committee would establish a Planning Sub-committee to examine planning applications. Terms of reference to be agreed

20.11.23.15 **Planning:**

20.11.23.15.1 **To receive an update on the public inquiry into planning application and agree actions**
APPLICATION NO: 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

COUNCIL CONFIRMED ARPC had participated in the public inquiry and had submitted objections as agreed at ARPC meeting on 25 September 2023. Awaiting outcome

20.11.23.15.2

To discuss planning application and agree actions

APPLICATION NO: 23/00866/APP

DESCRIPTION: Reserved matters application for the erection of 143 dwellings, with associated parking, garaging and infrastructure works, with appearance, layout, scale and landscaping to be approved

LOCATION: Land To The North Of Milnes Covert, Fiddington, Tewkesbury

GRID REF: 391665 232206

Response to be submitted by: 24 November 2023

COUNCIL AGREED to submit a response of: No comment

20.11.23.15.3

To discuss planning application and agree actions

APPLICATION NO: 23/00903/FTP

DESCRIPTION: Footpath AAS7 (Route A-B-C-D-E) altered to follow route A-W-X-Y-E

LOCATION: Parcel 4256, Homedowns, Tewkesbury

GRID REF: 392412 232614

Response to be submitted by: 24 November 2023

COUNCIL AGREED to submit a response:

Object due to the following reasons:

- This application is not accordance with ARPNDP Policy T2(c): Road Safety for Walking and Cycling as:
 - This causes harm to the PROW network and ARPC do not believe there is a valid reason given for rerouting the PROW. To 'follow surveilled route' is a consequence, not a reason. This is not considered to be an advantage particularly when considering the context with the rest of PROW.
 - The reroute is not better quality that that being replaced as the original route of the PROW was due to be retained within a green corridor. However, the proposed route will incorporate a road within the housing estate which should be avoided wherever possible. As per Planning Support Services at Tewkesbury Borough Council, it would be ARPC's preference that alternative footpaths pass through landscaped or open space areas away from vehicular traffic
 - There was no prior consultation with the Parish Council was undertaken to identify best routes.

ARPC wish it to be noted that the documentation supplied was poor at identifying how the diversion integrates with AAS7 and the wider development

20.11.23.15.4

To discuss planning application and agree actions

APPLICATION NO: 23/00930/OUT

DESCRIPTION: Residential development of up to 30 residential dwellings, associated works (including demolition), open space, infrastructure, and landscaping with vehicular access from the A46(T).

LOCATION: Part Parcel 4256, Homedowns, Tewkesbury

GRID REF: 392403 232731

Response to be submitted by: 24 November 2023

COUNCIL AGREED to submit a response:

Object due to the following reasons:

- Not in accordance with ARPNDP Policy V1 - Protection of intrinsic value of the countryside as:
 - Loss of open countryside
 - It is likely to have a negative impact on PROW AAS8
 - Cycle access to the north of site will conflict with vehicles entering / exiting the permitted development at Tyn y Cae
- Increased use of pedestrian level crossing over railway line at Homedowns and associated dangers

- 20.11.23.15.5 **To discuss planning application and agree actions**
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: 27 November 2023
COUNCIL AGREED to submit a response: No objection
- 20.11.23.16 **To consider invite of applications to join the Standards Committee from Tewkesbury Borough Council and agree actions**
COUNCIL AGREED Councillor Sue Mitchell would be nominated to join the Standards Committee at Tewkesbury Borough Council
- 20.11.23.17 **To consider grass cutting and maintenance of St Nicholas's Church grounds and agree actions**
COUNCIL AGREED to review the frequency of maintenance and to **DEFER DECISION** pending amended quotations being received. Clerk to liaise with Parochial Church Council and Diocese requesting joint payment possibilities
- 20.11.23.18 **To consider Tewkesbury Borough Councils recent Traffic Regulation Order (TRO) regarding speed limits in Fiddington & Walton Cardiff and agree actions**
COUNCIL AGREED they would make no comment
- 20.11.23.19 **To consider expenditure items for S106 and CIL monies and agree actions**
COUNCIL CONFIRMED receipt of £54,212.26 for CIL acquired from planning applications
 - 21/01551/APP - £6,503.35
 - 21/01551/APP - £29,265.07
 - 22/00439/APP - £18,443.84
Clerk to investigate CIL spending constraints and reporting
- 20.11.23.20 **To receive an update on Highway matters and agree actions**
Cllr Grey gave an update on the Tewkesbury Councillor Advocacy Meeting held by Office of Police Crime Commissioner (OPCC) stating OPCC had requested ideas for use of additional funds to support local communities
- 20.11.23.21 **To receive an update from community engagement activities (Welcome Tuesdays, Facebook etc)**
Clerk noted the successful NDP Review meeting was advertised via Facebook, and via posters in local area. Clerk distributed Garden Town Engagement postcards to Councillors for delivery within the parish
- 20.11.23.22 **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)**
- 20.11.23.23 **To ratify implementation of the Local Government Services Pay Agreement 2023 for Clerk and Assistant Clerk from 1 April 2023 and agree actions**
COUNCIL APPROVED implementation of the Local Government Services Pay Agreement 2023 back dated to April 2023
- 20.11.23.24 **To discuss current level of Clerical Support and agree actions**
Clerk outlined current workload and need to additional administration support.
COUNCIL AGREED to discuss this further as part of the 2024 budget
- 20.11.23.25 **To note agenda items for the next Parish Council Meeting**

- To assess need for litter bin in Fiddington

20.11.23.26

Date of next meeting – 18 December 2023

APPENDIX A

Ashchurch Rural Parish Council
Financial Report – 20 November 2023

Payments made since last meeting on 16.10.23	Details	Total
Staff	October 23 salaries	1973.89
Local Government Pension Scheme	October 23, including employee contributions	622.84
Community Heartbeat	Defibrillator Pads Inv. 18698	68.34
		2665.07
Payment List for authorisation on 20.11.23		
GAPTC	Inv 262 - Training (Planning in Plain English)	70.00
L Beech	Assistant Clerk's expenses October 23	38.25
O2	Mobile phones - October 23	14.06
Jeremy Brookes	Inv. 2229- October 23 Grounds Maintenance	1245.00
Microsoft Apps	Monthly fee - October 23	9.48
	(To be deducted from bank account balance below)	1376.79
Receipts since last meeting on 16.10.23		
Groundwork UK	Locality Grant	7803.00
Tewkesbury Borough Council	Community Infrastructure Levy (CIL)	54212.26
		62015.26
Bank account balances at 9.11.23		
Current Account	Not reconciled	22099.26
Deposit Account	Not reconciled	127285.74
	Closing balance at Unity Trust Bank	149385.00