

ASHMANSWORTH PARISH COUNCIL

Minutes of the Meeting of the Council

Date: 3rd December 2019 **Time:** 7.30 pm
Place: Ashmansworth Village Hall
Present: Cllr Alan Cox (Chairman) Cllr Andrew Bays
Cllr Sally Burch Cllr Angela Harris
Cllr Kieron Black
In Attendance: Sadie Owen (Clerk) 1 parishioner
Cllr Graham Falconer (Borough)
Apologies: Cllr Tom Thacker (County)

1. Apologies

There were apologies from Cllr Tom Thacker.

2. Minutes of last meeting.

The minutes of the meeting held on 2nd October 2019 were unanimously agreed as a true and accurate record. They were duly signed by Cllr Cox.

3. Matters Arising

There were no other matters arising.

4. Planning applications

a) Update on previous applications

19/01961/FUL The Old Post Office, 6 Highfield, Ashmansworth: Cllr Falconer reported that he had met with the Head of Planning at BDBC to register his unhappiness at the decision to approve the application.

b) Applications received

19/03079/HSE Beech Tree Cottage & Bramble Cottage, Ashmansworth: no objections.

5. Council business

a) Clerk's report

The Clerk reported that BDBC were planning to charge parish councils election charges in 2020, but that the fees would be fairly minimal for Ashmansworth.

b) Lengthsman tasks

Cllr Harris reported that the lengthsman had completed good work at cutting back the overgrown foliage on Bridleway 20.

It was agreed that the Clerk would request that the hedges to the left hand side and entrance of the recreation ground be cut back.

Clerk

It was further suggested that the village signposts require cleaning in the Spring.

**Cllr
Burch**

It was agreed that Cllr Burch would clean the war memorial later in 2020.

c) Outstanding actions from past minutes

Clerk to circulate information in relation to dedicated councillor emails.

Clerk

d) Borough update

Cllr Falconer reported that borough councillors were currently within a period of purdah prior to the forthcoming general election on 12th December.

Cllr Falconer commented that BDBC no longer had a 5 year land supply, meaning that future development would be permitted outside the Local Plan. It was noted that Ashmansworth still had the protection offered by AONB and its conservation status, however it was likely that similar applications to 6 Highfield would be allowed.

Cllr Falconer also drew attention to a recent planning application in Highclere which had utilised PIP 'Planning in principle'. Cllr Falconer explained that PIPs were designed to encourage a swift planning process for minor developments, but were difficult to review fairly due to the lack of detail required. Using a PIP negates a need for a formal detailed planning application, instead requiring a technical design study.

6. Local Roads

Potholes/Road Repairs

A parishioner present commented that his complaint at the dirty signposts and overgrown vegetation at Cross Lane appeared to have been dealt with by HCC, and expressed his thanks.

Cllr Cox had reported a number of dangerous overhanging trees on the road to the Pheasant Inn to HCC Highways Arboricultural Office but had not received a response. Cllr Cox to send a reminder to HCC and to Cllr Tom Thacker.

**Cllr
Cox**

Cllr Cox further agreed to contact the landowner and request that advice be taken in relation to safety risks posed by the trees.

**Cllr
Cox**

Cllr Cox reported that he had complained to HCC in relation to a recent road closure at Crux Easton, but had not received a response. Cllr Cox agreed to send a chaser email and copy in Andrew Malins of BDBC.

**Cllr
Cox**

It was noted that there was due to be a road closure at Zell Farm for 5 days from 9th December. Cllr Cox agreed to circulate an email notifying residents of the parish.

**Cllr
Cox**

It was reported that there was a particularly bad pothole outside Mr & Mrs Shurston's property. Cllr Cox to photograph and report the matter.

**Cllr
Cox**

7. Footpaths

No update.

8. BDAPTC/HALC

Updates already covered.

9. Financial Matters

a) Payments Approval – the Clerk presented the financial statement (Appendix A). The payments were unanimously agreed. Clerk to process. **Clerk**

b) To approve 2019-20 budget – the budget was discussed and approved (Appendix B). Clerk to include biennial website hosting fee of £66.00 which had erroneously been omitted. **Clerk**

c) Precept – a precept request of £4,123 for 2020/21 was agreed and approved. Clerk to circulate proposed election charges and expenses applicable to parish councils. **Clerk**

10 AOB

A parishioner in attendance queried whether a brass commemoration plaque placed at the war memorial should be secured to the memorial. The owner of the plaque was not known and Cllr Cox confirmed that the parish council had not been approached in relation to the memorial. Cllr Cox agreed to try to determine who had placed the plaque at the memorial.

**Cllr
Cox**

Cllr Bays suggested that the village hold an event on the additional 2020 May Bank Holiday.

11 Date of next meeting

The meeting closed at 8.30 pm. Next meeting Thursday 30th January at 7.30 pm.

Appendix A

Financial statement : Ashmansworth Parish Council
Meeting date : 03/12/2019

Balances:

Statement No: 03/12/19 Balance	Balance after reconciliation - 03/12/19
£6,227.91	£5,823.95

Payments since last meeting date :

Cheque No	Payee	Details	TOTAL COST
	Andrew Deptford PKF Littlejohn	Defibrillator batteries Late submission fee	114.00 48.00
TOTAL			162.00

New Items for payment

Date	Payee	Details	TOTAL COST
	Mrs S Owen A D Clark	Cler salary Nov Month 8 Tax/NIC	115.68 28.80
	Mrs S Owen HMRC	Clerk salary Dec Month 9 Tax/NIC	115.48 29.00
	Mrs S Owen A D Clark	Poppy wreath re-payment Invoice 362	20.00 95.00
TOTAL			403.96

Receipts since last meeting date :

Receipt Date	Payer	Details	TOTAL AMOUNT
TOTAL			0.00

Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
TOTAL			0.00

Appendix B

Ashmansworth Parish Council 2020-21 Budget

2018/19 Actual (31/03/17)	2019/20 Budgeted	2019/20 Actual (02/12/19)	2019/20 Predicted year end		2020/21 Budgeted	
£	£	£	£	Income	£	
1,295.00	0.00	0.00	0.00	TbNt donation	0.00	One off from previous year
0.00	105.60	0.00	0.00	Council Tax Grant	0.00	No longer paid
2.80	0.00	0.00	0.00	Written off cheque	0.00	One off from previous year
4,123.00	4,123.00	4,123.00	4,123.00	Precept	4,123.00	
653.00	282.00	282.00	282.00	Grant from BDBC - Grass Cutting	282.00	Based on figures received from BDBC
0.00	200.00	0.00	74.80	VAT recovery	74.80	Based on current year VAT spend
6,073.80	4,710.60	4,405.00	4,479.80	Total Income	4,479.80	
				Expenditure		
160.00	160.00	160.00	160.00	Auditors	160.00	Internal audit fee.
0.00	0.00	48.00	48.00	Audit late submission fee	0.00	One off payment
1,534.80	1,534.80	818.80	1,534.80	Clerk's Salary	1,534.80	Based on this year
355.00	355.00	204.60	355.00	HMRC	355.00	Based on this year
0.00	40.00	0.00	40.00	Clerk's Expenses	40.00	Variable
0.00	0.00	114.00	114.00	Defibrillator batteries	0.00	One off purchase
0.00	144.00	0.00	144.00	Hire of meeting room	144.00	Based on previous years.
0.00	50.00	0.00	50.00	Training	50.00	Variable
0.00	50.00	0.00	50.00	Stationery	50.00	Variable
288.48	290.00	330.00	330.00	Insurance	330.00	Based on last year.
130.00	130.00	141.00	141.00	Subscriptions HALC	141.00	Based on this year
150.00	180.00	180.00	180.00	HALC HR fees	180.00	Set cost
193.00	231.60	231.60	231.60	Vision Ict - Website	231.60	Based on last year.
66.00	0.00	0.00	0.00	Email hosting fee (bi-annual)	0.00	Bi-annual fee due in 2021
30.00	0.00	0.00	0.00	Lengthsman hedge cutting	0.00	One off fee
997.50	855.00	760.00	1,100.00	Grass Cutting etc	1,100.00	Predicted cost
0.00	36.00	0.00	36.00	Subscriptions CPRE	36.00	Set cost
15.00	15.00	15.00	15.00	Subscription GLEAM	15.00	Set cost
400.00	500.00	0.00	500.00	Other Section 137 donations	500.00	Based on previous years.
0.00	500.00	0.00	0.00	Laptop ringfenced funds	500.00	
74.80	200.00	0.00	60.00	VAT spend	60.00	Based on previous years.
0.00	500.00	0.00	500.00	Miscellaneous buffer	500.00	Miscellaneous buffer
12.00	12.00	12.00	12.00	NALC fee	12.00	Set cost
831.72	0.00	0.00	0.00	TbNt Silhouette	0.00	One off cost
5,238.30	5,783.40	3,015.00	5,601.40	Total Expenditure	5,939.40	
£835.50	-£1,072.80	£1,390.00	-£1,121.60	Net result	-£1,459.60	

Actual bank balance at 31/03/2019

£5,301.19

Actual bank balance at 01/11/2019

£6,227.91

Target bank balance for 31/03/20

£3,641.51 (Bank balance - additional predicted expenses of £2,586.40)

Target balance for 31/03/21

£2,181.91