

## **ASHMANSWORTH PARISH COUNCIL**

### **Minutes of the Meeting of the Council**

**Date:** 22<sup>nd</sup> September 2015 **Time:** 7.30 pm  
**Place:** Ashmansworth Village Hall  
**Present:** Cllr Alan Cox (Chairman) Cllr Andrew Bays  
**Councillors:** Cllr Kieron Black Cllr Sally Burch  
**In Attendance:** Sadie Owen (Clerk) Cllr Graham Falconer (Borough)  
**Apologies:** Cllr Angela Harris Cllr Tom Thacker (County)

**1. Apologies**

As above.

**2. Minutes of Last Meeting**

The minutes of the meetings held on 28<sup>th</sup> July were unanimously agreed as a true and accurate record. They were duly signed by Cllr Cox.

**3. Matters Arising**

Website – Cllr Cox will update the Local Directory of our website over the forthcoming months. **Cllr Cox**

**4. Planning**

**a) Update on previous applications**

Applications for Wood House and Church Farm are still pending. Awaiting tree survey for Wood House and bat surveys for both. The applications for Steele's Farm and Old Cottage have now been approved.

**b) Further applications received**

None.

**c)** Cllr Cox queried whether the BDBC website allowed for a search of tree applications and consents. Cllr Falconer commented that he received monthly updates which included trees which he would forward to Cllr Cox. He commented that it was possible to search the planning website for TPO's but did not think that there was a function for other consents, for example, those granted to fell trees within a conservation area. Cllr Cox expressed the desire to be able to acquire this information readily online. Cllr Falconer promised to investigate this matter and to report back.

**Cllr  
Falconer**

**5. Council Business**

**a) Clerk's Report** – the Clerk reported that she was due to attend Code of Conduct training on 23<sup>rd</sup> September, the HALC AGM on 10<sup>th</sup> October, and a pensions workshop on the 21<sup>st</sup> October.

**Clerk**

- b) Recreation ground grass cutting tender - Cllr Black commented that a grass cutting tender should be drawn up and that the eventual contract should contain all stipulations as detailed in the original tender. He did not believe that this had been the case in the past. Cllr Black presented a template tender which the Clerk agreed to formalise and to include within the final contract for grass cutting and to have Cllr Black review the draft documents prior to issue.

**Clerk**

Cllr Bays agreed to provide a plan detailing the area to be mowed.

**Cllr Bays**

Document to be finalised and presented at the next meeting.

Access issues - It was reported that the access road to the recreation ground was in a particularly poor state. Cllr Bays commented that the access road was used by parishioners to access the field, by Southern Water lorries to access the sewage treatment plant and by the resident of Pikes Cottage.

Cllr Bays confirmed that the land appeared to be owned by BDBC, with damage presumed to have been created by Southern Water. Cllr Falconer commented that the issue could be raised with BDBC but that there may not be a particularly rapid response.

It was agreed that Cllr Black would obtain some road planings and to repair the lane on behalf of the parish council.

**Cllr Black**

- c) Crux Easton phone box - Cllr Harris has raised sufficient funds to afford to paint the telephone box. The Clerk to arrange for the phone box to be painted.

**Clerk**

- d) Lengthsman update - The Clerk reported that work had been requested but that due to personal circumstances the Lengthsman would potentially be delayed in completing the jobs.

**Clerk**

## 6. Local Roads

- a) Potholes/Road Repairs – Cllr Cox commented that potholes appeared to be taking up to a year to repair but that the worst reported holes had now been filled. Cllr Cox to send a message of thanks to Steve Goodall.

**Cllr Cox**

- b) A343 – Access//HGV signs – improved signage in relation to 'Unsuitable for HGV's' has been requested on the A343, and also to direct HGV's to Facombe via Hurstbourne Tarrant rather than through Ashmansworth. It had been confirmed that there were insufficient funds to action this request and Cllr Cox therefore suggested that the parish council may consider putting up its own signs. Cllr Falconer commented that road signs should only be installed by HCC.

Cllr Cox commented that he would raise the issue again with Cllr Thacker. Cllr Cox expressed continued concerns at the poor visibility at the Yew Tree junction. He has discussed this with the chair of Highclere Parish Council who has now written to Hampshire County Council roads department

**Cllr Cox**

requesting a joint meeting.

**7. Telephones/Broadband**

Cllr Bays reported that in relation to an alternative scheme that he was investigating surveys were currently being undertaken on potential masts.

**8. Village Hall refurbishments**

Cllr Cox commented that he was still awaiting a response from Cllr Thacker in relation to a request for a grant of £1,000 towards the works. The work would not be able to progress until such response had been received. Cllr Cox asked whether Cllr Falconer may be able to gauge whether the funds would be forthcoming from Cllr Thacker.

**Cllr  
Falconer**

**9. Neighbourhood Watch**

Cllr Cox reported that a garage in Crux Easton had been broken into and items stolen. He commented that the policing budget cuts were of a general concern and that he had written to the local MP voicing concerns at the level of crime and particularly burglaries that appeared to be on the increase. He commented that it was especially worrying given the rural location.

**10. BDAPTC/HALC**

The Clerk commented that she was intending to attend the HALC AGM on 10<sup>th</sup> October. Cllr Cox commented that he had not received any updates in relation to the date of a forthcoming BDAPTC meeting.

**11. Financial Matters**

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

b) Change of bank - the Clerk reported that she was in the process of switching the bank account for East Woodhay Parish Council to Barclays bank to encompass all online banking and payment features. The Clerk queried whether the council would also like to consider switching accounts to an online system. The councillors agreed to this. Clerk to complete the forms and bring to the next meeting for signature and agreement.

**Clerk**

Audit 2014/15- the Clerk had received the audit documents back from the external auditors, BDO. Their audit highlighted two minor points:-

c) 

- It was noted that the council's Asset Register did not contain all of the following information for each asset held; date acquired, purchase cost and location held.
- The council had produced minutes which were submitted for audit purposes that had not been initialled by the person signing the minutes.

The Clerk noted that the audit and annual return were available to view by the public by appointment.

**Member's Report**

Cllr Falconer reported that the idea of a composite local authority was currently very popular with BDBC and that, if approved, could lead to potentially more centralised services and greater devolved powers to

**12.**

smaller councils.

Cllr Falconer commented that the local plan was reaching its next public consultation phase which would commence on 6<sup>th</sup> October and last for two weeks.

He also reported that audit and accounts were being reviewed at a borough level at the moment with the council looking to adopt a more aggressive investment policy for its assets in the future.

**13. Date of next meeting**

The meeting closed at 9.00pm The next meeting will be on Tuesday 17<sup>th</sup> November at 7.30pm.

Appendix A – Finance

**Financial statement :** Ashmansworth Parish Council

**Meeting date :** 22/09/2015

**Balances:**

<b>Statement No: 366 (28/08/2015) Balance</b>	<b>Balance after reconciliation - 28/07/2015</b>
£2,941.57	2,060.33

**Payments since last meeting date :**

Cheque No	Payee	Details	TOTAL COST
100608	Mrs S Owen	Clerk Salary - June/July	167.07
<b>TOTAL</b>			<b>167.07</b>

**New Items for payment**

Cheque No	Payee	Details	TOTAL COST
100609	Vision ICT	Website subscription	231.60
100610	A A Wolfenden	Grass cutting - July	96.00
100610	A A Wolfenden	Grass cutting - Aug	96.00
100611	Mrs S Owen	Clerk Salary - Aug/Sept	222.64
<b>TOTAL</b>			<b>646.24</b>

**Receipts since last meeting date :**

Receipt Date	Payer	Details	TOTAL AMOUNT
<b>TOTAL</b>			<b>0.00</b>

**Payments not yet presented**

Cheque No	Payee	Details	TOTAL COST
100605	Do the Numbers Ltd	Internal Audit fee	155.00
100607	Andrew Barnes	Grass cutting	80.00
<b>TOTAL</b>			<b>235.00</b>