

**Ashmansworth Parish Council  
Minutes of Meeting held on 05 September 2022  
Ashmansworth Village Hall, 7:30pm**

**Chairman:** Cllr Alan Cox

**Present:** Cllr Keiron Black, Cllr Andrew Bays, Cllr Angela Harris, Cllr Lisa Hill

**Clerk:** Amy White

**In Attendance:** Two parishioners (one until 20:15)

**1. Apologies**

Apologies were received and accepted from Cllr Graham Falconer.

**2. To agree the minutes of the meeting held on 21 July 2022**

The minutes of the meeting held on 21 July 2022 were unanimously agreed as a true and accurate record and signed by the Chair, Cllr Cox.

**3. To note receipt of Planning Applications received since last meeting and update on previous applications:**

The Clerk had circulated planning application received after the published agenda:

- 22/02449/HSE at Astley Lodge, Cross Lane Ashmansworth Hampshire RG20 9ST

Applicant Mr C Walsh presented his application and answered questions from the councillors.

The neighbouring property is unhappy with the application and they were given time to explain their position.

**Decision:** No objection provided the hedging is retained (their site plan and elevations had indicated it being replaced with a fence and a new hedge) and provided that there is a greater spacing from the boundary.

**Action:** Clerk to send PC decision to BDBC.

**4. Council Business:**

**a. Clerk's report**

Amy White confirmed the handover from the outgoing Clerk had been completed and signed the new contract as Clerk for APC.

**b. Lengthsman Tasks**

The Clerk confirmed 2 stiles on FP3 had been repaired by the Lengthsman.

**c. Outstanding actions from last minutes**

Reporting pothole outside Steele's farm- see item 5.

The defibrillator batteries have been received and replaced. The defib at the village hall is now working.

All other outstanding actions have been completed. Canon Christine will contact Cllr Cox separately regarding the cutting of nettles and grass at the church.

**d. Update from County or Borough Councillors**

No Borough/County councillors were present.

**5. Local Roads**

**Action:** Clerk to report pothole outside Steeles farm.

**6. Footpaths**

The Clerk has received a complaint about 2 stiles along Hipple Lane, they are unsteady and barbed wire is causing an issue when climbing over.

**Action:** Cllr Black will check stiles on his land to ensure they are not wobbly.

**7. Review and approval of statutory documents**

The Clerk reviewed the following documents for 2022-23:

Planning policy, Financial Regulations, Financial Risk Assessment, Standing Orders, Insurance Schedule.

All documents were approved by the council.

**Action:** Clerk to update statutory documents on the website.

**8. Police Update**

The Clerk circulated in advance the most recent police report from PCSO Joshua Revett.

*A shed has been broken into where multiple tools were stolen; please be vigilant and make sure all out dwelling buildings are locked securely and CCTV is a great tool for us to identify individuals and vehicles that may have been used.*

**9. Financial Matters**

- a. The Clerk presented the following finance information, including items for payment:

**Payments made since last meeting date**

21-Jul-22	27-Jul-22	Clerk's Salary	June salary	£144.48
21-Jul-22	27-Jul-22	Clerk's Salary	July salary	£144.48
21-Jul-22	27-Jul-22	Grass cutting	AD Clark & Sons	£205.20
21-Jul-22	27-Jul-22	Insurance	Top up payment	£35.18
1-Aug-22	27-Jul-22	Other	Defibrillator batteries	£99.00
1-Aug-22	27-Jul-22	VAT	Defibrillator batteries	£19.80
5-Aug-22	5-Aug-22	Admin/Office	Ionos Email (Direct Debit)	£3.00
19-Aug-22	19-Aug-22	Admin/Office	Ionos Email (Direct Debit)	£10.80

**Total: £661.94**

### New Items for payment

5-Sep-22		Clerk's Salary	Outgoing Clerk final salary	£144.48
5-Sep-22		Other	Lengthsman visit 11/08/22 Materials for stile repair	£41.00
5-Sep-22		VAT	Lengthsman visit 11/08/22 Materials for stile repair	£8.20
<b>Total:</b>				<b>£193.68</b>

**Action:** Clerk to issue finance update including projection to end of year at next meeting.

- b.** The Clerk has contacted the SAAA (Smaller Authorities' Audit Appointments) to ensure they have the correct details for APC.

### 10. Date of next meeting

The next meeting will be 01 November 2022 at Ashmansworth Village Hall.

### Actions from September Meeting:

**Clerk** to send PC decision on 22/02449/HSE to BDBC

**Clerk** to report pothole outside Steele's farm

**Clerk** to update statutory documents on the website

**Cllr Black** will check stiles on his land to ensure they are not wobbly.

**Clerk** to issue finance update including projection to end of year at next meeting