

**Minutes of Meeting of Ashton Parish Council held on
Wednesday 8th January 2014 at 7.15 p.m. at Ashton Primary School**

Present: Terry Turvey, Sandra Lemon, Bernard Day, Carl Johnson, Steve Green, Lee Gardiner

Clerk: John Marshall

In attendance: SNC Cllr Wilson, NCC Cllr Walker, no members of the public.

2014/

1. Public Session:

Dis Cllr Wilson reported that SNC's share of the Council Tax demand for 2014/15 would be frozen and that there would be no additional payments to Parish Councils this year. Cllr Walker reported that NCC's share of the Council Tax demand for 2014/15 would be increased by 1.99%.

Cllr Green raised the lack of progress with the Stoke Road / A508 junction improvements and tabled details of 3 accidents at the junction in December. Cllr Walker promised to raise the matter with NCC Highways.

AW

2. Co-option of a Councillor:

The Clerk reported that SNC had confirmed that the vacancy caused by Cllr Farrand's resignation could be filled by co-option. He further reported that there had been one application in response to the advertised vacancy, from Lee Gardiner who had confirmed to the Clerk that he was eligible to serve as a Councillor. Cllr Turvey therefore proposed and the Council resolved unanimously that Lee Gardiner be co-opted as a Cllr and after signing the Declaration of Acceptance of Office, Cllr Gardiner joined the meeting. The Clerk will provide Cllr Gardiner with the necessary Declaration of Interest form

Clerk

3. Declarations of interest:

Cllr Lemon, Ashton Playground Association (as Committee member) and the Hut Land (as Trustee); Cllr Green, the Hut Land (as Trustee). Cllr Day (invoice submitted for payment).

4. Acceptance of apologies for absence:

The Council accepted apologies from Cllr Beber (holiday).

5. Approval of Minutes of last Meeting (27th November 2013):

The Council resolved to approve the Minutes as a true record.

6. Matters arising from the Minutes, including the Clerk's Report:

The Clerk's Report had been previously circulated; there were no questions. Cllrs discussed options for accessing the SNC Community Grants district wide fund and New Homes Bonus fund earmarked for Ashton PC by SNC. The Council resolved to apply for the funding of play equipment from the former and the Stoke Road Green footpath from the latter; the Clerk was asked to investigate the application procedure and take forward the applications.

Clerk

7. Planning:

i. New Applications

The Council resolved as follows;

S/2013/1556/FUL; 85 Hartwell Road, variations to PP granted; no objections but to express concern over the diversion from the approved plans.

S/2013/1597MAF; Salcey Forest Visitor Centre; supportex-Chaplin's site in S/2013/1619/FUL; 15 Roade Hill; no objections.

S/2013/1632/FUL; 23 Roade Hill; support.

ii. Update on existing applications

S/20123/0382/MAO, ex PSL site in Roade has been approved. All other PAs remain pending.

iii. Other planning matters

The Clerk reported that he had become aware of an intention on the part of a property owner to attempt to have part of the Hartwell Road Green de-registered as a Village Green. After some discussion, the Clerk was asked in the first instance to obtain copies of Land Registry titles for the relevant property.

Clerk

8. Finance:

i. Financial Report.

The Clerk reported the financial situation as follows;

Cash at Bank at 31 st December 2013	£16,121.92
(includes AVN funds, currently	£ 226.00
Cash available	<u>£15,895.92</u>

ii. Bills for Payment and Receipts.

Receipts

Date		From	For	Amount	
24.12.13		HMRC	VAT reclaim	94.39	

Payments

The Council resolved to approve the following payments

Date	Cheque	Payee	For	Amount	VAT
24.12.13	DD	1and1 Internet Ltd	Domain name / web hosting	43.06	
27.12.13	DD	Gerald Eve	Lease	125.00	
08.01.14	628	W J M Marshall	Salary + exes for Dec	207.95	
08.01.14	629	Post Office Ltd	HMRC/PAYE	46.60	
08.01.14	630	Barbara Osborne	¼ ly payroll services	30.00	
08.01.14	631	BR Day	Grass cutting	350.00	
08.01.14	632	e-on	Electricity for s/lights	142.20	6.77

iii. Consideration and approval of draft Budget for 2014 – 15:

The draft Budget had been previously circulated by the Clerk. The Council resolved to agree a Budget (see page 442) of £12,580, an increase of £666 (0.55%) on the current year's Budget of £11,914.

iv. Precept for 2014-15:

The Council further resolved to set a Precept for 2014-15 of £12,000 with the deficit of £580 being funded from Reserves and / or grants (to be applied for) and disbursements from the M1 Wind Farm Community Fund. The Clerk to advise SNC of the Precept demand.

Clerk

9. Highways issues:

The Council considered a suggestion from Cllr Beber (in his absence) for a volunteer working party to be convened to remove accumulated silt from the north side of Stoke Road, west of the Rugby Club. The Council noted that the matter had been discussed previously and that the Council resolved at that time to report the matter to NCC Street Doctor, as this area was not part of Ashton Parish. The Council further decided that such a working party was inappropriate but requested that the Clerk report, again the matter to Street Doctor.

Clerk

Cllr Turvey, on behalf of a resident raised the damaged wall and the ongoing vehicle encroachment, damaging the verge adjacent to the Hartwell Road bus stop, Old Crown side, caused in part by the parking on the east side of Hartwell Road. The Council considered that it was powerless to deal with the matter but requested the Clerk to place it on the list for the next Village walkabout by Helen Howard, MGWSP / NCC Highways.

Clerk

10. Other issues:**i. Footpaths**

Cllr Wilson raised the issue of footpath K414, at the rear of the properties on the north side of Stoke Road Green that had been blocked by hedge cuttings etc from a neighbouring property. The Clerk advised that the matter had already been reported to the NCC Rights of Way Officer via Street Doctor; he was asked to report the matter again.

Clerk

ii. Neighbourhood / Parish Planning:

No report, Cllr Beber not present.

iii. Website:

The Clerk reported that agreement had been reached with ADC – Online to set up and manage the website. The site was being built and he had started to send material to be included on the site. Cllr Lemon asked about e-mail addresses for Cllrs; the Clerk advised that this was beyond his current system knowledge and thus a matter for Cllr Beber.

AB

iv. Annual review and re-adoption of policies and procedures:

The Clerk reported that he had carried out the annual review of 3 of the Council's core policies and procedures, viz the Financial and Management Risk Assessment, the Financial Controls and Internal Audit procedures and the Asset Register. The first two remained fit for purpose and no changes were necessary but he had amended the Asset Register to include the Hut Land which had not previously been listed. He went on to say that this would have no bearing on the adequacy of the insurance cover (which remained sufficient) or the premium as the land had a nominal value of £1, due to the restrictive covenant on its use contained within the Charity Trust Deed. The Council resolved unanimously to re-adopt the Financial and Management Risk Assessment and the Financial Controls and Internal Audit procedure and to adopt the amended Asset Register.

11. Correspondence requiring a response or decision:

None.

12. Items for next meeting:

Fireworks
Village Hall

Date and time of next meeting:

Wednesday 12th February 2014

Budget 2014 – 2015

Budget head	Item	Budget 2013 - 2014		Budget 2014 - 2015	
		Item	Total	Item	Total
Staff	Salary and expenses, PAYE	2,810		2,850	
	Professional subscriptions	90		90	
			2,900		2,940
Admin	Home office allowance & consumables	300		300	
	Audit fees	300		300	
	Membership and payroll fees	200		200	
	Insurance	450		475	
	Elections (ringfenced)	0		250	
	Website			250	
				1,250	1,775
Grants and donations	AVN	100		0	
	Other	450		450	
			550		450
Grounds	Grass cutting	1,500		2,000	
	Street furniture	0		0	
	Maintenance	300		300	
	Hut Land improvement	500		500	
	Contingency	500		0	
				2,800	2,800
Street lighting	Electricity	600		600	
	Maintenance / repairs	0		100	
			600		700
Parish / NH Plan	Development / production costs	400		400	
			400		400
Loans and leases	PWLB	3,388		3,388	
	Gerald Eve (for Charles Wells)	125		125	
			3,513		3,513
Total			11,914		12,580
Precept			12,000		12,000