

**Minutes of the Meeting of Ashton Parish Council
held on Wednesday 8th April 2015 at 7.15 p.m. at Ashton Primary School**

Present: Cllrs Turvey, Lemon, Green, Day, Johnson, Beber

Clerk : John Marshall

3 members of the public. NCC Cllr Allen Walker unable to attend.

Action

- 166. Public session:**
No issues raised.
- 167. Declarations of interest:**
Cllrs Lemon and Green, Hut Land; Cllr Lemon item 171 i, non-pecuniary interest in S/2015/0571/FUL as immediate neighbour of applicant, .
- 168. Approval of apologies for absence:**
Cllrs resolved to accept apologies from Cllr Gardiner (work commitment abroad).
- 169. Approval of Minutes of previous Meeting:**
The Council resolved to accept the Minutes of the meeting of 11th March 2015.
- 170. Matters arising from the Minutes and Clerk's Report:**
Cllr Lemon reported that the litter pick is now scheduled for 12th April. The arrangements for the presentation of the Freeman's scroll to Cllr Day were confirmed as 1030 am on 18th April; the Council resolved unanimously to spend a maximum of £50 on refreshments for the event. The Clerk's Report had been circulated previously; there were no questions.
- 171. Planning:**
- i. New Applications**
S/2015/0537/FUL, single storey rear extension at 14 Stoke Road. The Council resolved its response to be no objections with no added comments.
S/2015/0571/FUL, two storey and single storey rear extension at 43 Stoke Road. Cllr Lemon, having declared an interest did not participate in the discussion or vote. The Council resolved its response to be no objections with no added comments.
- ii. Update on existing Applications**
S/2014/2505/FUL, single storey residence at 29 Hartwell Road has been refused.
- iii. Other planning matters**
None.
- 172. Finance:**
- i. Financial Report:**
The Clerk reported the financial situation as follows;
- | | |
|---|------------|
| Cash at bank at 31 st March 2015 | £14,506.22 |
| this sum includes 'ring fenced' funds as follows; | |
| i. play equipment | £1,504.45 |
| ii. election contingency funds | £1,000.00 |
| iii. AVN funds | £ 371.00 |

ii. Receipts and Bills for Payment:

Receipts

Date	Payee	For	Amount
			Nil

Payments

The Council resolved to approve the following payments;

Date	Cheque	Payee	For	Amount	VAT
08.04.15	703	JS Landscapes Ltd	Grass cutting March	230.00	
08.04.15	704	NCALC	Membership & audit fee	395.40	
08.04.15	705	Barbara Osborne	Payroll services	45.00	
08.04.15	706	Post Office Ltd	HMRC / PAYE	48.20	
08.04.15	707	W J M Marshall	Salary + exes for March	257.20	
08.04.15	708	e-on	Street lighting electricity	139.10	6.62

iii. Approval of the Annual Return:

The Clerk took Cllrs through Part 1 'Accounting Statements' of the Audit Annual Return form; there were no questions. Councillors unanimously approved the Resolution 'that the accounting statements that form part of the Annual Return for the year ended 31 March 2015 be approved'. The Accounting Statements were certified by the Clerk as Responsible Financial Officer and the confirmation of approval by Cllr Turvey as Chairman of the meeting.

The Clerk then addressed each of the questions in the Governance Statement set out in Part 2 of the Annual Return form; there were no questions. Councillors unanimously approved the Resolution 'that the Council acknowledge and confirm the Annual Governance Statement as required by the Annual Return for the year ended 31 March 2015'. The approval was signed by the Clerk and Cllr Turvey as Chairman of the meeting.

The Clerk advised that David Harries, the NCALC Internal Auditor was due to visit on 14 April to conduct the internal audit.

173. Other issues:

i. Highways issues

a) Meetings attended:

The Clerk reported on a meeting with Persimmon Homes, the developer of the ex-Pianoforte site in Roade that he had attended. Both issues raised by APC at the time of and in response to the Planning Application – traffic and sewerage – were raised by the Clerk; the notes of the meeting will be distributed to Cllrs.

Clerk

Pursuant to the above, Cllrs Green and Lemon reported on a meeting at SNC on 24th March convened by NCC Cllr Allen Walker to discuss traffic concerns in Ashton. A note of the meeting was taken but has not yet been received; the Clerk was asked to chase this up with Cllr Walker.

Clerk

b) Stoke Road Green footway

The Clerk provided an update on the provision of a footway on Stoke Road Green. Whilst SNC Grants Panel had approved the application for additional funding for this scheme, progress with NCC Highways has been slow. APC has now been advised by them that an application for authorisation of the scheme and works must now be submitted. Cllr Green observed that NCC Cllr Walker had asked Helen Howard to ensure that this matter is expedited with the minimum of delay.

ii. Neighbourhood / Parish Planning

Cllr Beber reported that the NHP Group had resolved to recommend that SNC designate all of the geographical area of the parish as the 'neighbourhood area' for the purposes of a neighbourhood plan. The Council resolved to adopt the recommendation; the Clerk was asked to submit the legal application to SNC. Cllr Beber further reported that a questionnaire to identify the needs and wants of the community was being prepared.

Clerk

iii. Neighbourhood Watch

PCSO Cooksammy's crime statistics had been previously circulated by Cllr Johnson; there were no questions.

iv. Footpaths

Cllr Turvey reported that several footpaths that had been ploughed had yet to be flattened to designate the line of the path.

v. Grant income and applications

The Clerk reported that by the closing date of 31st March there had been one application (from Mens Own RFC) for a share of the 2015 Wind Farm Community Fund payment and 2 suggestions as to how the Council might use the funds (repaint the village sign, purchase more play equipment). The Clerk advised that the final figure for the sum available this year had yet to be finalised by EDF and after discussion, the Council resolved to defer the matter to the next meeting when a new Council will have been elected. The Clerk was asked to ascertain whether the Grants Application form was displayed on the website and to arrange for the Grants policy and procedure to be re-advertised.

Clerk

vi. Charles Wells; recreation field lease extension

The Clerk reported that he had been contacted by Bev Avery of Gerald Eve, asset managers to Charles Wells regarding extension of the lease. The 'without prejudice' approach was firstly to confirm that Charles Wells are prepared to offer an extension of the lease (with the *proviso* that the Council bears all the legal costs associated with that) and secondly to ascertain the Council's view on how many years extension would be appropriate. The Clerk had indicated to her (and she had acknowledged the point) that now play equipment had been installed, the extension should take into consideration the life expectancy of that equipment. After discussion, the Council resolved to request a 20 year extension with a fall-back position of 15 years should 20 years not meet with Charles Wells' approval; the Clerk was asked to convey that to Bev Avery.

Clerk

vii. Water supply to Hut Land

The Council noted that the Ashton Allotments Association is in correspondence with Anglian Water regarding a water supply to the Hut Land.

174. Correspondence requiring a response or a decision:

The Clerk advised that a letter had been received from St Michael and All Angels PCC Treasurer, requesting payment in respect of the electricity for the church flood lighting. The letter was in the same format as had been submitted in February last year and for the same reasons as last year (see 2014 Minute 19 ii page 444) cannot be accepted by the Council. The Clerk was asked to reply to the letter re-iterating the previous advice as to how the PCC needs to proceed and progress this matter.

Clerk

175. Items for next meeting:

None. NB the Annual Parish Meeting will precede the Annual Meeting of the (newly elected) Parish Council

As Cllr Turvey is not seeking re-election and this was his last meeting before standing down, Cllr Lemon as Vice Chair and on behalf of the Council thanked Cllr Turvey for his 8 years of service as a member of the Council, the last 4 as Chairman. Cllr Turvey closed the meeting at 9.00pm

Date of next meeting:

Wednesday 13th May 2015

Annual Parish Meeting 7pm

Annual meeting of the Parish Council 7.15pm followed by May business meeting