

**Minutes of the Annual Meeting and monthly Business meeting of Ashton Parish Council  
held on Wednesday 10<sup>th</sup> May 2017 at 7.15 pm at Ashton Primary School**

**Present:** Cllrs Lemon, Day, McAllister, Bullock and Roychoudhury

**Clerk :** John Marshall

3 members of the public; SNC Cllr Budden and NCC Cllr Walker unable to attend

**Action**

2017/

**40. Election of Chairman:**

Cllr Roychoudhury proposed Cllr Lemon; Cllr Day seconded the proposal; all in favour. Cllr Lemon was duly elected as Chairman for the coming year and signed the declaration of acceptance of office.

**41. Election of Vice Chairman:**

Cllr McAllister proposed Cllr Johnson; Cllr Bullock seconded the proposal; all in favour. Cllr Johnson was duly elected as Vice Chairman for the coming year.

**42. Acceptance of apologies for absence:**

Cllrs Green (work commitment) and Johnson (holiday)

**43. Review and Re-adoption of Standing Orders, Financial Regulations, Financial, Management and Health & Safety Risk Assessment and Internal Controls Procedures:**

The Clerk reported that he had reviewed the Council's core policies and procedures and that they remained fit for purpose. The Council resolved to re-adopt these *en bloc*

**44. Appointment of Councillors to Parish Posts:**

The Council resolved to make the following appointments;  
Footpaths - Cllr McAllister  
Neighbourhood Watch - Cllr Johnson  
Neighbourhood Plan Group - Cllr Roychoudhury  
Hut Land Trustees - Cllrs Lemon and Green  
Internal Controls Cllr – Cllr Johnson

**45. Public session:**

No issues were raised

**46. Declarations of interest:**

Cllr McAllister, re item 49 i, neighbour of applicant for S/2017/1144/FUL  
Cllr Lemon, Trustee of the Hut Land, re item 50 iii  
Cllr Day, member of St Michael and All Angels PCC, item 50 iii.

**47. Approval of Minutes of previous Meetings:**

The Council resolved to accept the Minutes of the Meeting of 12<sup>th</sup> April 2017.

**48. Matters arising from the Minutes and Clerk's Report:**

The Clerk's Report had been circulated previously; there were no questions. The Clerk provided a verbal update on;

a) progress with renewal of the Recreation Field lease. He had again e-mailed the partner at Freeths, solicitors for Charles Wells Ltd (CWL) who is now dealing with the matter as it is 4 months since the last contact from them, when it was again reported that the lease is with the appropriate person within CWL, awaiting signing; a reply is awaited.

b) the provision on new notice boards. The Clerk reported that the current trend is for notice boards to be provided with key locks which, because it is necessary to operate

the lock to keep the door closed effectively renders the board not available to non-key holders ie the public. The Clerk is in discussion with Greenbarnes, a locally based national supplier who are actively addressing alternative options to meet the demand for public access.

c) the proposed new street light at Cook's Close jitty. The Clerk and Chairman met with the residents of Orchard Cottage, who have confirmed that the land on which it is proposed to erect the light is in their ownership. The owners have agreed in principle to the light being installed in the chosen location and the Clerk is now progressing matters with Aylesbury Mains.

d) work in the Rec. JAS Landscapes have fitted the new spring auto-close mechanism on the pedestrian gate, but they report that it has been tampered with and a pin that causes the gate to close has been removed. JAS Landscapes will try to source a replacement pin or failing that, fit a replacement spring closer. It was agreed to publicise the improvements to the goal mouths and the gate (drawing attention to the tampering) in a village e-mail.

SL

#### 49. Planning:

##### i. New Applications.

S/2017/1144/FUL; 2 additional windows, 85 Hartwell Road. The Council resolved its response to be 'no objections'.

##### ii. Update on existing Applications

None

##### iii. Other planning matters

None.

#### 50. Finance:

##### i. Financial Report:

The Clerk reported the financial situation as follows;

Cash at bank at 30<sup>th</sup> April 2017 £24,164.94

this sum includes 'ring fenced' funds as follows;

- |                               |            |
|-------------------------------|------------|
| i. election contingency funds | £ 777.79   |
| ii. NHP Fund grant            | £ 4,250.00 |

##### ii. Receipts and Bills for Payment:

###### Receipts

Date	Payee	For	Amount
13.04.17	SNC	1 <sup>st</sup> half year precept	7,500.00
21.04.17	Groundwork	NHP grant	4,250

###### Payments

The Council resolved to approve the following payments;

Date	Cheque	Payee	For	Amount	VAT
10.05.17	DD	Total Gas&Power	Street lighting electric	70.17	3.34
10.05.17	842	Post Office Ltd	HMRC payment	69.60	
10.05.17	843	WJM Marshall	Salary + exes, April	295.90	
10.05.17	844	JAS Landscapes	Grass cutting + Rec	840.00	
10.05.17	845	St Michael PCC	Church floodlighting	108.40	

##### iii. Grants, income: and applications:

a) St Michael & All Angels PCC; the application to cover the cost of floodlighting the church, considered to enhance the village and benefit the community, for the 13 month period March 2016 to April 2017 was approved in the sum of £108.40.

b) Spending proposals for income from Wind Farm (WF) and New Homes Bonus (NHB) funds:

The Clerk had prepared a menu of spending proposals to utilise the income from these two funding streams. Following discussion, it was resolved that;

- i. the overspend on legal fees for the purchase of Stoke Road Green (£1,000), 3

replacement notice boards (£1,200), the remedial works to the Rec (£850) and the cost of providing a water supply to the Hut Land, needed for the allotments (estimate £1,000) would be requested from the Windfarm Grant funder, EDF and

ii. the installation of a new street light plus the cost of plants for the village gateways would be requested from the New Homes Bonus Fund held by SNC.

The Clerk pointed out that the water supply to the Hut Land must be in the name of the Council and asked for details of the contact at Anglian Water in order that he can take this forward.

**Clerk  
SL**

c) The Council noted that the Clerk would shortly be applying for this year's Transparency Fund grant in respect of the time allowance for preparing material for the website in pursuance of the requirements of the Transparency Code.

**Clerk**

**51. Highways issues:**

Cllr Lemon reported a gully pot outside no 32 in the Stoke Road Green cul-de-sac, that floods regularly appears not to be on the Highways emptying and maintenance schedule. The Clerk will pursue the matter.

**Clerk**

**52. Other issues:**

**i. Neighbourhood Plan**

Cllr Roychoudhury reported on a meeting held on 20 April; he advised that a further meeting of the NHP group was due to take place on 30 May.

**ii. Neighbourhood Watch**

No report, Cllr Johnson not present.

**iii. Footpaths**

Cllr McAllister had circulated her report; she and Cllr Johnson are continuing to assess (for the NCC Rights of Way survey) and install and / or renew signs on the paths.

**iv. Play equipment inspection rota**

Last month's report had been completed by Cllr McAllister; Cllr Roychoudhury is next on the rota. Reminder; the duty commences the Monday of the week following the Council meeting and ends with the week of the following Council meeting, inclusive.

**JR**

**v. To consider the purchase of a gazebo for use at Council and community functions**

After considering the need, the Council resolved to accept an offer from the Clerk to purchase a new, unused gazebo that is surplus to requirements, at a cost of £30. Cllr Bullock agreed to store the gazebo on behalf of the Council.

**53. Correspondence requiring a response or a decision**

None

**54. Items for next meeting, for report only:**

None

Cllr Lemon closed the meeting at 8.02pm

**Date of next meeting:**

Wednesday 14 June 2017.