



**Public Notice is given of  
Ashchurch Rural Parish Council Meeting  
To be held at 6.30pm on Monday 21 October  
at**

**Ashchurch Village Hall, Ashchurch Road, Ashchurch. GL20 8LA  
for the transaction of business on the following agenda**

**Members of the public and press are invited and encouraged to  
attend the meeting**

**To all Members of Ashchurch Rural Parish Council**

Councillors are hereby summoned to attend **the Meeting of Ashchurch Rural Parish Council** to be held on **Monday 21 October 2024** in the **Ashchurch Village Hall, Ashchurch** commencing at **6.30pm** for the transaction of business on the following agenda.

Signed

**Jules Owen BA (Hons) FSLCC**

Parish Clerk and Responsible Financial Officer

Email: [clerk@ashchurchruralpc.org.uk](mailto:clerk@ashchurchruralpc.org.uk)

14 October 2024

**AGENDA**

- 21.10.24.1 To receive and approve apologies for absence and confirm the meeting is quorate
- 21.10.24.2 To receive comments from members of the public – no decisions will be made on issues raised, items requiring decisions will be added to the agenda for the next meeting
- 21.10.24.3 To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that members may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with the Localism Act 2011 Section 33(b-e). (NB this does not preclude any later declarations)
- 21.10.24.4 To confirm and sign the Minutes of the Parish Council Meeting held on 16 September 2024 circulated to members prior to the meeting
- 21.10.24.5 To receive a report from Borough Councillor M. Gore (last attended 19 August 2024)
- 21.10.24.6 To receive a report from Borough Councillor C. Coleman (last attended 22 May 2023)
- 21.10.24.7 To receive a report from the County Councillor (last attended 16 September 2024)
- 21.10.24.8 **Planning:**
  - 8.1 To receive update, discuss planning application and agree actions:  
**APPLICATION NO.** 24/00147/APP  
**PROPOSAL** Reserved Matters for Parcel H3 & H4 for Access, Appearance, Landscaping, Layout and Scale for the erection of 304 no. dwellings (Use Class C3) pursuant to outline permission 17/00520/OUT and discharge of conditions 9, 10, 11, 14, 15, 21, 23, 26, 28, 36, 40 & 42  
**LOCATION** Phase 5 And 6 (Known As H3 And H4) Fiddington Fields Development Ashchurch  
**SUBMISSION DEADLINE:** N/A  
**PLANNING OFFICER:** Paul Instone
  - 8.2 To receive an update on consultation and agree actions:  
**APPLICATION NO:** 23/01170/OUT  
**DESCRIPTION:** Residential development providing up to 175 new homes; vehicular and non-vehicular access from the B4079; pedestrian and cycle access onto Pamington Lane west of Tudor Cottage; foul and storm water drainage infrastructure; provision of green infrastructure including public

open space; associated services infrastructure for utilities  
**LOCATION:** Part Parcel 0088 Pamington Fields, Ashchurch, Tewkesbury  
**SUBMISSION DEADLINE:** TBC  
**PLANNING OFFICER:** Sarah Smith

8.3 To receive an update on planning applications and agree actions:  
**APPLICATION NO:** 24/00450/APP, 24/00451/APP, 24/00449/APP, 24/00452/APP  
**LOCATION:** Land South Of The A46 And North Of Tirl Brook, Ashchurch Road,  
Tewkesbury  
**SUBMISSION DUE DATE:** N/A  
**PLANNING OFFICER:** Sarah Smith  
**EXTENSION AGREED UNTIL:** Early September 2024

8.4 To discuss planning application and agree actions:  
**APPLICATION NO:** 24/00781/FUL  
**DESCRIPTION:** Change of use of existing restaurant to hotel use and ancillary restaurant, together with external alterations to the building and car park and associated works.  
**LOCATION:** Elmbury Lodge, Shannon Way, Ashchurch  
**GRID REF:** 391331 233210  
**SUBMISSION DUE DATE:** 23 October 2024  
**PLANNING OFFICER:** Masie Masiwa

8.5 To discuss planning application and agree actions:  
**APPLICATION NO:** 24/00798/APP  
**DESCRIPTION:** Reserved Matters application (access, appearance, layout, scale and landscaping), pursuant to outline permission 22/01320/OUT (Allowed on appeal ref: APP/G1630/W/23/3324253) - Residential Development (up to 120 dwellings), associated works including infrastructure, open space and landscaping. Vehicular access from Fiddington Lane.  
**LOCATION:** Parcel 5558, Road From Natton To Homedowns, Ashchurch  
**GRID REF:** 392552 232586  
**SUBMISSION DUE DATE:** 29 October 2024  
**PLANNING OFFICER:** Paul Instone

8.6 To discuss planning application and agree actions:  
**APPLICATION NO:** 24/00799/APP  
**DESCRIPTION:** Reserved Matters application (access, appearance, layout, scale and landscaping), pursuant to outline permission 23/00930/OUT - Residential development of up to 30 residential dwellings, associated works (including demolition), open space, infrastructure, and landscaping with vehicular access from the A46(T).  
**LOCATION:** Part Parcel 4256, Homedowns, Tewkesbury  
**GRID REF:** 392394 232733  
**SUBMISSION DUE DATE:** 29 October 2024  
**PLANNING OFFICER:** Paul Instone

21.10.24.9 To receive details of decisions made under delegated authority since the last meeting on 16 September 2024

9.1 To ratify the purchase of a remembrance Sunday wreath at a cost of £27.50 including VAT

9.2 To ratify purchase of replacement defibrillator battery and pads at a cost of £341.00 plus VAT

21.10.24.10 Parish Council procedures – documents circulated prior to the meeting.  
To approve the following reviewed policies:

10.1 General Privacy Policy

10.2 Privacy Policy For staff, Councillors and Role Holders

10.3 Grievance Policy

10.4 Disciplinary Policy

10.5 Action Plan

- 21.10.24.11 To approve the production of the ARPC newsletter at a cost of £246.00
- 21.10.24.12 To approve the insurance renewal at a cost of £361.53 with Clear Council Insurance
- 21.10.24.13 **Finances – documents circulated prior to the meeting**

13.1 To approve the October 2024 Payment List below and record income received:

**October 2024 Payment List:**

<b>Payments made since last meeting on 16.9.24</b>		
<b>Payee</b>	<b>Details</b>	<b>Total</b>
Avonside PHT	Transport vouchers	135.00
Unity Trust Bank	Quarterly fee	18.00
Members of the community (3)	Prizes for photography competition	150.00
PATA	Inv. 24/0130/PPS payroll services July-Sept. 2024	76.65
Campaign to Protect Rural England	Inv. 47180033 Training	162.40
Society of Local Council Clerks	Subscription - Assistant Clerk	188.00
HMRC	PAYE July-Sept. 2024 (1614.33 less 754.37 on 23.7.24)	859.96
Staff	Sept. 2024 salaries	2601.86
Local Gov. Pension Scheme	Sept. 2024 pension incl. employee contributions	859.42
		<b>5051.29</b>

**Payment List for authorisation on 21.10.24**

Jack Boskett Media Limited	Inv. 7844 Printing photography competition entries	172.20
Community Heartbeat Trust	Battery and pads for Aston-on-Carrant defibrillator	409.20
Royal British Legion Trading Limited	Remembrance Wreath with logo	27.50
J Owen	Clerk's expenses Sept. 2024	65.50
L Beech	Assistant Clerk's expenses Sept. 2024	33.95
Society of Local Council Clerks	Subscription - Clerk	268.00
O2	Staff mobile phones Sept. 2024	15.28
Ashchurch Village Hall	Room Hire - Aug. and Sept. 2024	304.00
Microsoft Apps	Monthly fee Sept. 2024	14.83
Ground Up	Inv. No. 3123 Sept. 2024 maintenance and tree work	447.96
		<b>1758.42</b>

- 13.2 To approve the bank reconciliation including earmarked reserves
- 13.3 To receive the budget monitoring report
- 21.10.24.14 To receive an update on Ashchurch Village Hall (AVH)
  - 14.1 Ashchurch Rural Parish Council resolve to complete the Deed of Retirement and Appointment of New Trustees as completed by Ashchurch Village Hall Trustees and thereby become the Sole Trustees of Ashchurch Village Hall subject to standing order 23(a).
  - 14.2 To resolve to pay all expenditure to any members in respect of any costs incurred as a consequence of signing the Deed of Retirement and Appointment of New Trustees in connection with the Council becoming the Sole Trustee of AVH
  - 14.3 To approve payroll provider for AVH employee
  - 14.4 To receive quote from Quantity Surveyor for management of extension build and agree actions
- 21.10.24.15 To receive a report on the Neighbourhood Development Plan (NDP) review and agree actions
  - 15.1 To discuss the Locality Neighbourhood Planning grant and agree actions
- 21.10.24.16 To receive an update on the Garden Town and agree actions
  - 16.1 To receive a report from the Parish Liaison Committees
  - 16.2 To receive a report from the Oversight Board
  - 16.3 To receive a report from the Community Liaison Committee
  - 16.4 To receive a report from the Office of Police and Crime Commissioner
- 21.10.24.17 To receive a report on CIL projects and s106 requirements and agree actions
  - 17.1 Photo competition
  - 17.2 Preparation of Parish Priority Plan
  - 17.3 3D modelling enquiries
  - 17.4 Christmas Bazaar

- 21.10.24.18 17.5 To approve production of a calendar, consider quotes and agree actions
- 21.10.24.19 To receive the Clerk's report
- 21.10.24.20 19.1 To discuss possible traffic regulation order for unadopted roads in Barleyfields
- 21.10.24.21 To receive an update from community engagement activities (Welcome Tuesdays, Facebook etc)
- 21.10.24.22 To discuss Neighbourhood Watch scheme and agree actions
- 21.10.24.23 To discuss the addition of bleed packs to parish defibrillators and agree actions
- 21.10.24.24 To discuss Community Speedwatch campaign and agree actions
- 21.10.24.25 To note agenda items for the next Parish Council Meeting
- 21.10.24.26 In view of the confidential nature of the following items, Council are advised to resolve to exclude the press and public from the meeting, pursuant to The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2)
- 21.10.24.27 To receive a report from the Staffing Sub-committee regarding recruitment and agree actions
- 21.10.24.27 Date of next meeting: 18 November 2024

**END OF AGENDA**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Biodiversity, Equal Opportunities (age, race, gender, sexual orientation, faith, marital status and disability); Crime and Disorder (Section 17); Health and Safety; and Human Rights.*