



**Public Notice is given of
Ashchurch Rural Parish Council Meeting
To be held at 6.30pm on Monday 16 December 2024
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 16 December 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

9 November 2024

AGENDA

16.12.24.1	To receive and approve apologies for absence and confirm the meeting is quorate	1 min
16.12.24.2	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	20 mins max.
16.12.24.3	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)	1 min
16.12.24.4	To confirm and sign the Minutes of the Parish Council Meeting held on 18 November 2024 circulated to members prior to the meeting	1 min
16.12.24.5	To receive a report from Borough Councillor M. Gore (last attended 18 November 2024)	5 mins
16.12.24.6	To receive a report from Borough Councillor C. Coleman (last attended 22 May 2023)	5 mins
16.12.24.7	To receive a report from the County Councillor (last attended 18 November 2024)	5 mins
16.12.24.8	Planning:	15 mins
8.1	To discuss planning application and agree actions: APPLICATION NO: 24/00163/CONDIS DESCRIPTION: Application to discharge Condition 14 (Green Infrastructure and Biodiversity Plan), Condition 15 (Landscape and Ecological Management Plan), Condition 29 (Surface Water Drainage Strategy), Condition 30 (Surface Water Drainage Works) and Condition 32 (SuDS Maintenance Plan) of application 17/00520/OUT	

- LOCATION:** Parcel H2, Land At Fiddington, Ashchurch
GRID REF: 392412 232614
SUBMISSION DUE DATE: 4 December 2024
PLANNING OFFICER: Sarah Smith
EXTENSION AGREED UNTIL: 18 December 2024
- 8.2 To discuss planning application and agree actions:
APPLICATION NO: 24/00175/CONDIS
DESCRIPTION: Application for approval of details subject to condition 11 (Written Scheme of Investigation) of the planning application ref number 21/00451/OUT
LOCATION: Land To The North Of Milnes Covert, Fiddington, Tewkesbury
GRID REF: 391665 232206
SUBMISSION DUE DATE: 19 December 2024
PLANNING OFFICER: Sarah Smith
- 8.3 To discuss planning application and agree actions:
APPLICATION NO: 24/00176/CONDIS
DESCRIPTION: Application for approval of details subject to condition 12 (Ecological Constraints and Opportunities Plan) of the planning application ref number 21/00451/OUT
LOCATION: Land To The North Of Milnes Covert, Fiddington, Tewkesbury
GRID REF: 391665 232206
SUBMISSION DUE DATE: 19 December 2024
PLANNING OFFICER: Sarah Smith
- 8.4 To discuss planning application and agree actions:
APPLICATION NO: 24/00178/CONDIS
DESCRIPTION: Application for approval of details subject to condition 15 (Lighting Scheme) of the planning application ref number 21/00451/OUT
LOCATION: Land To The North Of Milnes Covert, Fiddington, Tewkesbury
GRID REF: 391665 232206
SUBMISSION DUE DATE: 19 December 2024
PLANNING OFFICER: Sarah Smith
- 8.5 To discuss planning application and agree actions:
APPLICATION NO: 24/00179/CONDIS
DESCRIPTION: Application for approval of details subject to condition 23 (Construction Method Statement) of the planning application ref number 21/00451/OUT
LOCATION: Land To The North Of Milnes Covert, Fiddington, Tewkesbury
GRID REF: 391665 232206
SUBMISSION DUE DATE: 19 December 2024
PLANNING OFFICER: Sarah Smith
- 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 Gloucestershire
SUBMISSION DUE DATE: 19 December 2024
PLANNING OFFICER: Paul Instone
- 8.7 To discuss update to 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 Tewkesbury,
Gloucestershire GL20 8ND

SUBMISSION DUE DATE: 24 December 2024

PLANNING OFFICER: Masie Masiwa

8.8 To discuss update to planning application and agree actions:

APPLICATION NO: 24/00147/APP

DESCRIPTION: 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 DUE DATE: N/A

PLANNING OFFICER: Paul Instone

16.12.24.9	To receive details of decisions made under delegated authority since the last meeting on 18 November 2024	1 min
9.1	To ratify migration from Microsoft Business 365 to Parish Online Workplace at a cost of £42.00 per user (4 admin team members) per year	
16.12.24.10	To consider committee structure and agree actions	10 mins
16.12.24.11	To receive update on potential closure of Pamington Lane and agree actions	10 mins
16.12.24.12	To approve updated Grants and Donations Policy	1 min
16.12.24.13	Finances – documents circulated prior to the meeting	15 mins
13.1	To approve the December 2024 Payment List below and record income received: December 2024 Payment List:	

Payments made since last meeting on 18.11.24		
Payee	Details	Total
Community Heartbeat Trust	Inv. 2357 defibrillator consumables	426.60
Staff	Nov. 2024 salaries	4978.61
Local Gov. Pension Scheme	Nov. 2024 pension incl. employee contributions	1088.06
		6493.27
Payment List for authorisation on 16.12.24		
Microsoft 365 Business Apps	Nov. 2024	12.36
MFG Solicitors LLP	Legal fees for transfer of Ashchurch Village Hall	1440.00
Amazon	Cellophone bags for calendars	14.99
Amazon	Stationery	31.99
Dobbies, Tewkesbury	Sustenance	8.30
J Owen	Clerk's expenses Nov. 2024	105.20
L Beech	Assistant Clerk's expenses Nov. 2024	35.00
M. Waterhouse	Trainee Assistant Clerk's expenses Nov. 2024	144.00
K. Febery	Trainee Assistant Clerk's expenses Nov. 2024	74.60
Ashurch Village Hall	Inv. 17 - room hire for October/November 2024	408.00
O2	Mobile phones - Inv. No.	15.28
Banana Print	Inv. 1075475 - Calendar printing	279.90
Quantum Construction Consultants	Inv. 1077 ref. AVH refurbishment	1200.00
Gooch Group Ltd	Inv, 62034 - 3 Dec. 2024 cleaning contract	36.34
Andrea Pellegram Ltd.	Neighbourhood development plan consultancy	369.89
Ground Up	Inv. 3220 - Nov. 2024 maintenance and extra cut	163.30
		4339.15
Receipts since last meeting on 18.11.24		
K. Ellis	Bazaar table	20.00
K Usmar	Bazaar table	10.00
		30.00
Reserves at 4.12.24		
Earmarked Reserves		332676.78
General Reserves		66565.69
Less VAT to be claimed		882.23
		398360.24
Bank account balances at 4.12.24		
Current Account	As per Bank Reconciliation No. 91	16649.69
Deposit Account	As per Bank Reconciliation No. 42	381710.55
	Closing balance at Unity Trust Bank on 4.12.24	398360.24

- 13.2 To approve the bank reconciliation including earmarked reserves
- 13.3 To receive the budget monitoring report
- 13.4 To consider draft budget principles 2025/26 and agree actions
- 13.5 To appoint Gloucestershire Association of Parish and Town Councils as internal auditor
- 13.6 To receive the Internal Control Report
- 13.7 To consider the purchase of a pre-payment card for use by the Clerk for parish council purchases and agree actions
- 13.8 To consider the purchase of a card payment machine and agree actions

16.12.24.14 To receive a report on the Neighbourhood Development Plan (NDP) review and agree actions 2 mins

- 14.1 Locality grant

16.12.24.15 Ashchurch Village Hall – documents circulated prior to the meeting 5 mins

- 15.1 To receive an update regarding Charity Commission trustee registration
- 15.2 To receive an update regarding potential options detailed in Quantity Surveyor quote for management of extension build
- 15.3 To consider broadband options
- 15.4 To consider regular Village Hall Charity meeting dates and agree actions

16.12.24.16	To receive an update on the Garden Town and agree actions	5 mins
16.1	To receive a report from the Community Liaison / Parish Liaison Committee	
16.2	To receive a report from the Oversight Board	
16.3	To receive a report from the Office of Police and Crime Commissioner	
16.12.24.17	To receive a report on CIL projects and s106 requirements and agree actions	5 mins
17.1	Preparation of Parish Priority Plan	
17.2	Redesign of Fiddington Lane layby	
16.12.24.18	To approve purchase of replacement defibrillator parts	1 min
18.1	3 packets of defibrillator pads at a cost of £56 plus VAT each	
18.2	1 defibrillator battery at a cost of £285 plus VAT	
18.3	A maintenance service	
16.12.24.19	To receive the Clerk's report	2 mins
16.12.24.20	To receive an update on Highway matters and agree actions	5 min
16.12.24.21	To receive an update from community engagement activities (Welcome Tuesdays, Facebook etc)	5 min
16.12.24.22	To consider grant application from St Nicholas Church and agree actions	5 mins
16.12.24.23	To note agenda items for the next Parish Council Meeting	
16.12.24.24	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)	
16.12.24.25	To approve Clerk's / Assistant Clerks additional hours and agree actions	
16.12.24.26	Date of next meeting – 20 January 2025	

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.