



**Public Notice is given of
Ashchurch Rural Parish Council Meeting
To be held at 6.30pm on Monday 17 February 2025**

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 17 February 2025** 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

10 February 2025

17.02.25.1	To receive and approve apologies for absence and confirm the meeting is quorate	1 min
17.02.25.2	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 min max.
17.02.25.3	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
17.02.25.4	To confirm and sign the Minutes of the Parish Council Meeting held on 20 January 2024 circulated to members prior to the meeting	1 min
17.02.25.5	To receive a report from Borough Councillor M. Gore (last attended 20 January)	5 mins

17.02.25.6	To receive a report from Borough Councillor C. Coleman (last attended 22 May 2023)	
17.02.25.7	To receive a report from the County Councillor (last attended 20 January)	5 mins
17.02.25.8	Planning:	10 mins
	8.1 To discuss planning application and agree actions: APPLICATION NO: 24/00890/FUL DESCRIPTION: Demolition of existing buildings and structures and erection of a surface level car park and single storey decked car park, comprising 607 spaces, with associated access, infrastructure works and landscaping. LOCATION: Natton House, Natton, Ashchurch GRID REF: 392428 232810 SUBMISSION DUE DATE: 10 February 2025 PLANNING OFFICER: Sarah Smith EXTENSION AGREED UNTIL: To be confirmed	
	8.2 To discuss planning application updates and agree actions: APPLICATION NO: 24/00449/APP DESCRIPTION: Reserved Matters application (appearance, layout, scale and landscaping), comprising Part Phase 2 East of Outline planning permission ref. 17/01203/FUL, for the erection of a multi-storey car park and associated works. LOCATION: Land South Of The A46 And North Of Tirle Brook, Ashchurch Road, Tewkesbury SUBMISSION DUE DATE: N/A PLANNING OFFICER: Sarah Smith EXTENSION AGREED UNTIL: N/A	
	8.3 To discuss planning application and agree actions: APPLICATION NO: 25/00040/APP DESCRIPTION: Reserved Matters application pursuant to outline planning application reference 18/00043/OUT for the erection of up to 90 houses, community land and associated works. LOCATION: Land Adjacent, Fitzhamon Park, Ashchurch GRID REF: 393022 233150 SUBMISSION DUE DATE: 21 February 2025 PLANNING OFFICER: Diana Jones EXTENSION AGREED UNTIL: Not required	
17.02.25.9	To receive details of decisions made under delegated authority since the last	1 min

meeting on 20 January

17.02.25.10 To consider quotes for refurbishment of noticeboards and agree actions 5 mins

17.02.25.11 Finances – documents circulated prior to the meeting 10 mins

11.1 To approve the February 2025 Payment List below and record income received

February 2024 Payment List:

Payments made since last meeting on 20.1.25		
Payee	Details	Total
Unity Trust Bank	Bank charges	10.80
Ground Up	Inv. No. 3307 maintenance contract - Jan. 25	111.96
Ground Up	Inv. No. 3279 maintenance contract - Dec. 24	111.96
Staff	Jan. 2025 salaries	4843.39
Local Gov. Pension Scheme	Jan. 2025 pension incl. employee contributions	1547.06
		6625.17
Payment List for authorisation on 17.2.25		
CDRC Construction	Inv. No. 162 - defibrillator housing maintenance	100.00
Microsoft 365 Business Apps	Jan. 2025 fee	12.36
J. Owen	Clerk's expenses Jan. 2025	55.70
L. Beech	Assistant Clerk's expenses Jan. 2025	32.75
M. Waterhouse	Trainee Assistant Clerk expenses Jan. 2025	46.70
K. Febery	Trainee Assistant Clerk expenses Jan. 2025	57.50
O2	Inv. No. 29 - Mobile phones	15.28
Andrea Pellegram Ltd.	Inv. No. 333 - NDP consultancy	3560.18
		3880.47

11.2 To approve the bank reconciliation including earmarked reserves

11.3 To receive the budget monitoring report

17.02.25.12 To receive an update on the following Parish Council procedures and resolve to agree actions: 5 mins

12.1 To approve draft Annual Leave Policy as per recommendation by the Staffing Sub-Committee

12.2 To approve the Asset Inspection Register and agree actions

17.02.25.13 To receive a report on the Neighbourhood Development Plan (NDP) review and agree actions 5 mins

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

14.1 To receive minutes of the meeting of Sole Trustee of Ashchurch Village Hall Charity

17.02.25.15 To receive an update on the Garden Town and agree actions 5 mins

15.1	To receive a report from the Parish Liaison Committee	
15.2	To receive a report from the Oversight Board	
15.3	To receive a report from the Community Liaison Committee	
15.4	To receive a report from the Office of Police and Crime Commissioner	
17.02.25.16	To receive a report on CIL projects and s106 requirements and agree actions	5 mins
17.02.25.17	To receive the Clerk's report	10 mins
1X.0X.25.18	To receive an update on Highway matters and agree actions	1 min
18.1	To receive update on potential closure of Pamington Lane and agree actions	5 mins
17.02.25.19	To receive an update from community engagement activities (Welcome Tuesdays, Facebook etc)	2 min
17.02.25.20	To discuss need for additional defibrillators and agree actions	5 mins
17.02.25.21	To discuss flooding experienced in Natton and agree actions	10 mins
17.02.25.22	To note agenda items for the next Parish Council Meeting	
17.02.25.23	Date of next meeting – 17 March 2025	
17.02.25.24	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)	5 mins
17.02.25.25	To receive a report from the Staffing Sub-Committee and agree actions	
17.02.25.26	To receive a report from the Staffing Sub-Committee with regard to the Clerk's Annual Review	
17.02.25.27	To approve change of leave year to align all staff to the period from 1 January to 31 December	