

ASHURST & COLBURY PARISH COUNCIL
MINUTES OF FULL MEETING OF THE PARISH COUNCIL HELD ON
Tuesday 15th March 2022 – 7:30pm
Colbury Church Rooms, Deerleap Lane, Colbury

Attended by: Cllr Caroline Hubbard, (Chair), Cllr Adrian Eyre, Cllr Sue Robinson,
Cllr Caroline Smith, Cllr Mike Thomas, Cllr Clive White, (Vice-Chair),
NFDC Joe Reilly,

In Attendance: Karen Cramoysan (Clerk), 1 member of the public

- 21/107** **Apologies** – Cllr Bobbie Torkington, HCC Cllr Keith Manns,
PCSO Richard Williams, Dave Bedford
- 21/108** **Declarations of Interest** - None
- 21/109** **Public Participation** – Resident said that the street lighting in Ashurst was very
dim since the lights had been changed to LED's and you could no longer see
in between where the lights were situated.
- 21/110** **Approval of the Minutes of the Previous Full Council Meeting as a Correct
Record of Proceedings and Matters Arising / Action Updates From those
Minutes.**
To Receive Minutes of the Full Council Meeting held on 15th February 2022
PROPOSED: Minutes of the Full Council Meeting held on 15th February 2022
were formally received.
RESOLVED: Proposed by Cllr Robinson and Seconded by Cllr Eyre, the
Minutes were **AGREED** by all Members and the Clerk provided the Chair with
a copy for signing.
- 21/111** **Matters Arising:**
Broken wooden play equipment to be removed by a contractor **KC**
- Swings – Cllr Smith has issued the Clerk to measurements for swapping the **KC**
swings over. Clerk to contact Wicksteed with the extra information. (Cllr Reilly
offered a grant of £200 towards the replacement at January's meeting).
- Broken Ashurst Sign and Missing Gate – Clerk has received a quote of £1780
from the original artists to replace the missing sign – Clerk will check with **KC**
insurers to see if we can claim for this and to contact Forestry Commission for
another gate.
- 21/112** **Reports**
 a. County & District Councillors
- Cllr Mans - HCC** - said that HCC have now finalised their budget for 2022-
2023 and they have been using savings over the last 2 years. There is a deficit
of 3 million pounds in the Social Care budget as more people are over the ages
of 85. The Council is now heading into purdah as elections will be taking place
soon, so no decisions can be made during this period. He expects his new
budget to be available in mid-May. HCC are holding their Parish and Town

Council event this week, the first since Covid and anyone is welcome to attend. The event should be available to view on video afterwards.

Cllr Reilly – NFDC – said that NFDC has reviewed their waste recycling strategy and wheelie bins are expected to be introduced to all households in 2024. There will be provision made for house/flats which are unable to house the wheelie bins and these will be reviewed on an as and when basis.

Paultons Park – are holding a public consultation on 25th & 26th March to show their plans for a new entrance to be constructed and alleviate the traffic problems of people waiting to gain access to the park and blocking the local roads.

Green Bag Waste Collections have re-commenced twice weekly.

Grant Money – Cllr Reilly still has money available to give the Parish Council and Cllr Hubbard suggested that this is put towards toddler swings and a plaque for a tree to be planted to commemorate the Queens Platinum Jubilee.

b. Committee Chairs/Working Parties

Cllr Robinson – There will be an extra meeting on Monday 28th March 2022 at 2pm to finalise our response to the NFNPA in relation to the Whartons Lane Planning application with amended plans.

c. Parish Councillors – No reports

d. Neighbourhood Watch – Our local representative has had to step down and no other representative was available to attend our meeting. There was no report issued to us for March, through PCSO Williams did say that he hoped to issue us a report for the Annual Parish Meeting.

21/113

Policy

a. Parish Council Vacancy – To welcome Dave Bedford onto the Council – Unfortunately Dave was unwell with Covid and could not attend the meeting. He is unable to attend April's meeting due to prior commitments, so will be welcomed onto the Council at the May meeting.

b. To Review Parish Council Policies - Data Audit, Grievance, Sickness & Absence Policy

PROPOSED: To Review Parish Council Policies – Data Audit, Grievance, Sickness & Absence Policy and amend where necessary

KC

RESOLVED: All Policies were reviewed no amendments

c. Annual Parish Meeting –Cllr Thomas advised that he had received 8 responses from local groups who were interested in attending the Annual Parish Meeting. Cllr Thomas will forward this list to the Clerk

d. PROPOSED: To set a date for the Annual Parish Meeting

received, a Planning Meeting will be held on another date in April. Item to be put on March agenda for Councillor Thomas to give us an update on replies received from local groups. This will be held at 6pm on Tuesday 19th April 2022.

MT

- a. **Planters & Seats in precinct** - Cllr Hubbard advised that another volunteer had come forward to be included on the watering rota and Julie from Go Botanical had suggested some crown shaped templates be made and planted for the Queens Platinum Jubilee celebrations. Cllr Smith confirmed that she is happy to take the lead in looking at refurbishing the benches near the planters. She will contact the Lengthsman to arrange what needs doing and will liaise with the Clerk to purchase supplies. **CS**
- b. **NFDC Tree Survey – To Approve works to trees in the Recreation Ground –**
PROPOSED: To Approve works to trees in the Recreation Ground **KC**
RESOLVED: NFDC works order 03912 for dead wooding 3 Oaks and felling 1 Oak at £319.26 was approved. Clerk to arrange with Gristwood & Toms.
- c. **Resident issue with overhanging trees in Recreation Ground neighbouring their property following NFDC Tree Survey** Works to the Laurel/Elleagnus Trees along the border of the Recreation Ground and 25 Lakewood Road were approved in principle, but due to the cost of the works, the Parish Council will look into doing these on a scheduled maintenance program over the next couple of years. There are no works required here from a safety point of view but the resident isn't happy about the height of the trees. Clerk to liaise with the Tree Officer who in turn will liaise with the contractor to decide the most effective stem removals. Clerk will let the resident know **KC**
- d. **Queens Platinum Jubilee – Event at St Joseph's 2nd June 2022**
 The Working Party are meeting regularly and plans are ongoing
- e. **Village Design Statement**– Cllr Robinson and Cllr Hubbard will start the Village Design Statement again from scratch with the same theme of zoning the village. Most Councillors will form a Working Party.
Local List of Important Buildings – Cllr Robinson asked Councillors to send her the reasons why they believe the buildings they nominated should be added to the list and agreed that she will send in the forms to NFNPA.

Accounts.

- a. **To Approve Online Payment Schedule dated 15.03.2022**
PROPOSED: To Approve the monthly payment schedule dated 15.03.2022
RESOLVED: The schedule was received by Members and approved for payment, **PROPOSED by Cllr Hubbard and SECONDED by Cllr Eyre.**
- b. **To Ratify Approval of Online Payment Schedules dated 20.02.2022 and 01.03.2022**
RESOLVED: The schedules were received by Members and ratified, **PROPOSED BY Cllr Hubbard and SECONDED by Cllr Eyre**
- c. **To Receive Income and Expenditure Reports for February 2022.**
RESOLVED: Income and Expenditure Reports for February 2022 were received by Members and ratified. **PROPOSED by Cllr Hubbard and SECONDED by Cllr Eyre.**

d. To Consider changing bank from Unity to TSB Business Bank

PROPOSED: To Consider changing bank from Unity to TSB Business Bank

RESOLVED: All Members approved the changeover from Unity to TSB Business Bank

21/116

Communication

- a. Parish Magazine –** Cllr White advised that last month's magazine had been well received by residents. We received a credit from the printer for the issues on the January edition. The deadline for articles/advertisements is the 12th of the month for inclusion in the following month's edition.

21/117

Correspondence – No correspondence received

Items for Next Meeting

Queens Platinum Jubilee

Close of Meeting.

The meeting closed at 8:52pm

The next meeting will be held on Tuesday 19th April 2022

Signed:

Date:

Signed:

Receipts January 2022 to February 2022

Date	Allotments	Magazine	Details
04.01.2022	25.00		M J Brackstone - Half Plot Allotment Fees for 2022 - Plot 42
04.01.2022	40.00		N Burch - Full Plot Allotment Fees for 2022 - Plot 12
05.01.2022	25.00		Susan Young - Half Plot Allotment Fees for 2022 - Plot 37
	90.00		

Expenditure January 2022 to February 2022

Date	Payee	Description	Amount	Vat
05.01.2022	HMRC	Q3 PAYE	735.34	
05.01.2022	Go Botanical	Design Consultation for Sensory Gdn	152.00	
05.01.2022	Caroline Hubbard	2 x Hampers for Xmas Lights prizes	25.00	
07.01.2022	Lok N Store (Inv 194923)	Hire of Unit T0702 217.01.22-13.02.22	84.00	14.00
07.01.2022	Mr A E Barron	Allotment Plot 20A refund	15.00	
20.01.2022	Karen Miles	January Salary & Expenses	1007.91	
20.01.2022	Alf Baker	January Salary & Expenses	156.00	
20.01.2022	J Green	Xmas Trees for Precinct	80.00	
21.01.2022	Lightatouch	Internal Audit for April-December 21	431.25	
22.01.2022	TLC Online	Parish Magazine for February 2022	450.00	
22.01.2022	Clive White	Gift for Parish Magazine Distributor	11.50	
24.01.2022	Business Stream	Water for Allotments	459.00	
28.01.2022	Nightingale Groundcare	Maintenance of Parish green spaces	243.90	40.65
02.02.2022	Christ Church Colbury	Room Hire for 18th January 2022	40.00	
02.02.2022	Elite Playground Inspections	Quarterly Playground Inspection	50.40	8.40
03.02.2022	Tesco Mobile	Mobile Phone 02.02.22-01.03.22	8.50	
09.02.2022	Viking Direct	Stationery order, paper, ink. Stamps	182.04	18.12
10.02.2022	Karen Cramoysan	Salary & Expenses for February 2022	940.46	1.33
10.02.2022	Alf Baker	Salary for February 2022	156.00	
			Total	5,228.30 82.50