



ASHLEY PARISH COUNCIL

Minutes of the Virtual Meeting of Ashley Parish Council held by WhatsApp on Wednesday 15th April 2020

Present: Cllr Sarah Howell (Chairman) Cllr Simon Hull
Cllr Keith Allen Cllr Twink MacLachlan
Kevin Dadds (Clerk)

1. Public Meeting

No members of the public dialed in.

The Public Meeting Closed at 7.01pm

2. Apologies

Apologies received from Cllr's Almond and Jackson who are unable to join the virtual meeting

3. To Approve and Sign the Minutes of the Meeting held on 9th March 2020

The minutes were approved, proposed by Cllr Allen and seconded by Cllr MacLachlan. The minutes will be delivered to the Chairman for remote signature

4. Matters Arising From Previous Meeting

Item 04 – Repairs to Play Area – Clerk advised that the cableway (zip-wire) had been re-tensioned, and whilst the seat is higher than on the previous occasion, it will allow for stretching once used.

Item 07 – Website – Cllr Allen advised that the website was up and running with basic information. He asked Cllr's to view the site and give suggestions for content before advertising the new site to the public. **Action – Cllr's**

Item 08 – Recreation Ground Drainage – Cllr's discussed the quotes received and Cllr Hull suggested that it may be appropriate to install further drainage adjacent to the car park, and so prevent the run-off down the slope to the Play Area. This view was supported by the remaining Cllr's and Clerk agreed to ask Mitchell and Mayle to amend the quote. **Action – Clerk**

Item 04 – Meeting Dates – See Agenda Item 12

Item 04 – Asset Inspection and Risk Assessment – Clerk advised that Anglia Fabrication had agreed to provide a quote to repair the Church gates. A second quote has been requested for staining/painting the post and rails at the pond. Cllr MacLachlan agreed to chase this quote as it was requested several weeks ago, with no reply to date. **Action - Cllr MacLachlan**

Item 04 – New Equipment for Play area – It was agreed to defer this item until restrictions are eased and so allow site meetings.

Item 04 – Pond Spraying – Clerk advised that he had not been contacted by the contractor who had agreed to quote for the Pond spraying. He has chased, although the business may be restricted by the current lockdown. Cllr Hull will attempt to source an alternative contractor for an additional quote. **Action - Cllr Hull**

Item 10 – Traffic Issues – Cllr's agreed to defer this issue until the current lockdown eases, and so allow a Cambs. County Council Highways representative to visit the village and discuss the concerns.

5. Declarations of Interest

Cllr Howell declared an interest in Agenda Item 06d

6. Planning Issues

- a) Ref 19/00179/FUM – Application for 16 new dwellings, Potters Cottage, Church Street. Cllr Howell agreed to represent the Parish Council at the Planning Committee virtual meeting on 20th April. She will express the PC's concerns at a number of areas where Planning Policies do not appear to be observed, and conflicting views received from Consultants.
- b) Ref 20/00213/FUL – Application for proposed single storey rear extension, re-siting of oil tank, replace windows, front door and canopy - Marlboro House – 11 Chapel Row. **APPLICATION APPROVED**
- c) Ref 20/00187/CLP – Bloodstock Barn, Mill Road – New Bi-fold doors. **APPLICATION APPROVED**
- d) Ref 20/00187/CLP – Replacement entrance screen and door – Glebe Barn 53 High Street. Cllr's discussed and have no objections.

7. CAPALC Membership

The annual membership (Cambridge and Peterborough Association of Local Councils) is due for renewal. The service offers an optional membership to the Data Protection Officer scheme that will advise on GDPR. Cllr's discussed and agree that membership (with DPO) is beneficial, particularly at the present time with Covid19 bulletins and advise. Proposed by Cllr Hull and seconded by Cllr MacLachlan.

8. Finance Matters

- a) Invoices received and authorised for payment

	£
Came & Co – Annual Liability Insurance	639.83

CAPALC – Renewal of Membership to include Data Protection Officer Services	325.05
McGregor Services – Cutting back brambles in Churchyard	144.00
McGregor Services – March grass cutting	216.00
RWS Services and Landscaping Ltd – Re-tensioning of cableway	270.00
Kevin Dadds - Clerks salary 1st Jan – 31 st March 2020	967.98
HMRC – PAYE on Clerks salary 1st Jan – 31 st March 2020	241.80
Kevin Dadds - Clerks expenses 1st Jan – 31 st March 2020	163.72
S137 Donation – East Anglian Air Ambulance	50.00
S137 Donation – MAGPAS	50.00
S137 Donation – About Ashley	50.00

b) End of year financial summary – Clerk presented a summary of Income and Expenditure and Bank Reconciliation for the year to 31st March. Income totaled £18,885 comprising Precept £18,250, Cambs CC grass cutting contribution £375, donations for use of car park £220 and ground rent for Pavilion £10. Expenditure totaled £16,719 with the main items being Clerks salary £5,376, Grass cutting £3,554 and Recreation Ground £4,484 (repairs to play equipment, new goal posts, tree/hedge cutting). The annual surplus of £2,136 was largely as a result of delaying the purchase of new play equipment to replace the tyre tower. This is reflected in an increase in total Bank Balances to £44,750.91. Clerk will prepare the documentation for submission to the Internal Auditor. Statement proposed by Cllr Allen and seconded by Cllr MacLachlan. **Action - Clerk**

9. Pavilion Trust

Cllr Howell advised that there was no meeting in April.

10. Coronavirus Update

Cllr's discussed the village support for vulnerable people during the present lockdown. A group of villagers, coordinated by Cllr Howell in her personal capacity, have identified all the properties in the village and split them between the volunteers. Each door has been knocked on and those requiring assistance identified. The village shop will deliver food, and The Plough has instigated a takeaway service. Clerk has advised ECDC of the support in the village and Cllr Howell has agreed to register the group she coordinates with Cambs. County Council. **Action - Cllr Howell**

11. Future Parish Council Meetings

Cllr's discussed the format of future meetings. It was agreed that the next meeting would follow a similar virtual pattern and be held on the 2nd Tuesday of May (11th). Cllr's will investigate the various platforms for holding the meetings, which include a subscription service and will agree prior to production of the May Agenda. Ideally the platform will allow video as well as telephone participation and allow members of the public to join in. CAPALC are advising on the available platforms, and are in discussion with the providers, over concessionary benefits. **Action – Cllr's**

12. Footpath Maintenance

The portion of Footpath 2 (Ashley High Street to Cheveley High Street) owned by 28 High Street is not being regularly maintained. Clerk has agreed to write to the owners of the property to remind them of their responsibility and ask for it to be kept tidy. **Action - Clerk**

13. Defibrillator Signage

The signage at the Old Telephone Box has faded and Clerk has agreed to order further signs to include one for the shop (subject to agreement).

14. Urgent Matters/Items for Next Agenda

- a) Cllr Howell advised that she had received comments concerning a new fence at 23 The Green. The verge adjacent to the property is elevated and results in the fence height being over 2m and appearing overbearing. The property sits in the Conservation Area and a fence of this height would be subject to Planning Consent. With no evidence of a Planning Application, Clerk agreed to write to the occupiers and ask if such an application is in place. A report had already been made to the ECDC Enforcement Officer. **Action – Clerk**
- b) Ref 20/00246/FUL – Conversion of 1st floor over existing garage to provide annex accommodation and erection of garden store/shed – Cllrs discussed this application that had arrived after production of Agenda. As the conversion is within the existing building and the shed/store is in the rear garden and not visible from the road, there was no objection.

15. Correspondence

None

16. Date of Next Meeting

The next meeting of the Parish Council will be held as a virtual call on Wednesday 11th May at 4 pm. The platform used will be agreed prior to meeting and advised on the Agenda. Any members of the public who would like to comment at the Public Meeting should contact Kevin Dadds (Clerk) on 01638 731043.

The meeting closed at 17.47 pm.