

**Ashmansworth Parish Council**  
**Minutes of Meeting held on 01 November 2022**  
**Ashmansworth Village Hall, 7:30pm**

**Chairman:** Cllr Alan Cox

**Present:** Cllr Kieron Black, Cllr Andrew Bays, Cllr Angela Harris, Cllr Lisa Hill

**Clerk:** Amy White

**In Attendance:** One parishioner

**1. Apologies**

Apologies were received and accepted from Cllr Graham Falconer.

**2. To agree the minutes of the meeting held on 05 September 2022**

The minutes of the meeting held on 05 September 2022 were unanimously agreed as a true and accurate record and signed by the Chair, Cllr Cox.

**3. Actions from previous meeting**

- **Clerk** to send PC decision on 22/02449/HSE to BDBC- **Actioned**
- **Clerk** to report pothole outside Steeles farm- **Actioned**
- **Clerk** to update statutory documents on the website- **Actioned**
- **Cllr Black** will check stiles on his land to ensure they are not wobbly- **Actioned**, stiles are in good condition.
- **Clerk** to issue finance update including projection to end of year at next meeting- **Actioned**- see item 11.

**4. To note receipt of Planning Applications received since last meeting and update on previous applications:**

- a. T/00402/22/TCA Oak tree: small crown lift to take branches up/away from bungalow whilst maintaining shape and size of the tree. Beech tree: fell AT 8 Barn Close Lane, Ashmansworth.

**Council decision sent to BDBC: No objection**

**5. Borough/County Councillor Reports**

No councillors were present.

**6. Completed Lengthsman tasks**

The Lengthsman has completed various tasks: weedkilling of the gravel footpath to the church at Crux Easton, felling an almost completely dead juniper tree, hedge clipping and strimming of nettles in the churchyard, Ashmansworth church- hedge trimming along the boundary.

**Action:** Clerk to clarify hours left in 22/23 with the Lengthsman.

*New tasks identified for future Lengthsman hours- maintenance of bridleway 20.*

**7. Local Road issues**

No current issues.

**8. Footpaths**

No current issues.

**9. To decide whether to adopt BDBC model code of conduct**

The Clerk recommended to the Council that it should adopt the BDBC model code of conduct. This was agreed and this is placed on the website [here](#).

**10. Police update report**

No incidents to report but information on winter preparedness from the PCSO has been shared with the local Ashmansworth group.

**11. Financial matters:**

**a. To acknowledge payments and note receipts**

The Clerk presented the following information:

**Payments Made**

**27/09/22**

20-Sep-22		Admin/Office	Ionos Email (Direct Debit) 203032779285	£	2.50
20-Sep-22		VAT		£	0.50
27-Sep-22		Clerk's Salary		£	126.96
27-Sep-22		PAYE	HMRC Month 6	£	30.40
31-Aug-22		Grass cutting	AD Clark & Sons Inv 653		205.20
31-Aug-22		Grass cutting	AD Clark & Sons 665	£	102.60
<b>Total:</b>				<b>£</b>	<b>468.16</b>

**Receipts**

26-Sep-22		Precept	2nd tranche		<b>£2,125.00</b>
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**Payments to be made 01/11/22**

30-Sep-22	2-Nov-22	Grass cutting	AD Clark & Sons Inv 676	£	205.20	
3-Oct-22		Admin/Office	Ionos Email (Direct Debit) 203032961354	£	9.00	D/D
3-Oct-22		VAT	Ionos Email (Direct Debit) 203032961354	£	1.80	D/D
7-Oct-22	2-Nov-22	Poppy Wreaths	Poppy Wreaths from the Poppy Shop (purchased by Clerk)	£	39.99	
20-Oct-22		Admin/Office	Ionos Email (Direct Debit) 203033205294	£	2.50	D/D
20-Oct-22		VAT	Ionos Email (Direct Debit) 203033205294	£	0.50	D/D
27-Oct-22	2-Nov-22	PAYE	HMRC Month 7	£	30.40	
27-Oct-22	2-Nov-22	Clerk's Salary		£	126.96	
<b>Total:</b>				<b>£</b>	<b>416.35</b>	

**Bank Balance as at 31 March 2022: £3622.36**

**Bank Balance as at 01 November 2022: £5624.55**

***Predicted Balance at 31 March 2023: £3000***

### **Budget First draft**

The Clerk presented budget considerations for 23/24. Currently it is too early to make a decision on a precept increase; once the budget setting process is received from BDBC, AshyPC will have a clearer idea of its own precept. Inflation is currently very high and it is likely that contractors will increase their prices which may affect the precept decision.

**Action:** Grass cutting: Clerk will find out what the current contract is with AD Clark for Cllr Black to lead on for 23/24.

### **Finance update and projection to end of year**

Please see the finance spreadsheet correct to end of October and projection to the end of the financial year at the end of the minutes.

### **12. Defibrillator**

Cllr Bays is happy to have a defibrillator. The Council is therefore happy to proceed with the purchase. The Clerk will take this forward and investigate grant opportunities.

**Action:** Clerk to investigate defib grants and purchase.

### **13. Date of next meeting**

The next meeting will be 09 January 2023, 7:30pm at Ashmansworth Village Hall.

### **Actions from October Meeting:**

- Clerk to clarify hours left in 22/23 with the Lengthsman.
- Grass cutting: Clerk will find out what the current contract is with AD Clark for Cllr Black to lead on for 23/24.
- Clerk to investigate defib grants and purchase.

Finance Projection to end of Year (currently correct up to end October)

**ASHMANSWORTH PARISH COUNCIL PROJECTIONS  
TO END OF 2023**

RECEIPTS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Precept	£ 2,125.00					£ 2,125.00							£ 4,250.00
Grass Cutting Grant	£ 290.88												£ 290.88
Other Grants													£ -
Other		£ 2.40											£ 2.40
VAT Recovered			£ 143.27										£ 143.27
Bank Interest													£ -
	£ 2,415.88	£ 2.40	£ 143.27	£ -	£ -	£ 2,125.00	£ -	£ -	£ -	£ -	£ -	£ -	£ 4,686.55

BUDGET	% of Budget
4123.00	103%
288.00	101%
	#DIV/0!
	#DIV/0!
120.00	119%
	#DIV/0!
<b>4531.00</b>	<b>103%</b>

PAYMENTS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Clerk's salary	£ 144.48	£ 144.48	£ 144.48	£ 144.48	£ 144.48	£ 126.96	£ 126.96	£ 126.96	£ 126.96	£ 126.96	£ 126.96	£ 126.96	£ 1,611.12
PAYE						£ 30.40	£ 30.40	£ 30.40	£ 30.40	£ 30.40	£ 30.40	£ 30.40	£ 212.80
Clerk's expenses													£ -
Training Courses													£ -
Insurance				£ 384.60	£ 35.18								£ 419.78
Audit				£ 150.00									£ 150.00
Grass cutting		£ 205.20			£ 205.20	£ 307.80		£ 200.00		£ 200.00		£ 200.00	£ 1,318.20
Cllr Expenses/Travel													£ -
Member Subscriptions				£ 338.46								£ 170.00	£ 508.46
Admin/Office/Stationery		£ 34.80	£ 13.80	£ 13.80	£ 13.80	£ 2.50	£ 13.00	£ 13.00	£ 13.00	£ 13.00	£ 13.00	£ 13.00	£ 156.70
Payroll							£ 7.00	£ 7.00	£ 7.00	£ 7.00	£ 7.00	£ 7.00	£ 42.00
Grants & Sec 137												£ 500.00	£ 500.00
Hall Hire												£ 100.00	£ 100.00
VAT				£ 33.00	£ 19.80	£ 8.70	£ 8.70	£ 8.70	£ 8.70	£ 8.70	£ 8.70	£ 8.70	£ 113.70
Grant Refund													£ -
Poppy Wreaths							£ 40.00						£ 40.00
Buffer													£ -
Other (Repairs, Lengthsman, Maintenance)			£ 77.00		£ 99.00	£ 41.00						£ 100.00	£ 317.00
	£ 144.48	£ 384.48	£ 235.28	£ 1,064.34	£ 517.46	£ 517.36	£ 226.06	£ 386.06	£ 186.06	£ 386.06	£ 186.06	£ 1,256.06	£ 5,489.76

BUDGET	% of Budget
1733.76	93%
0.00	#DIV/0!
0.00	#DIV/0!
50.00	0%
330.00	127%
150.00	100%
1600.00	82%
	#DIV/0!
512.00	99%
50.00	313%
	#DIV/0!
500.00	100%
100.00	100%
100.00	114%
	#DIV/0!
40.00	100%
500.00	0%
50.00	634%
<b>£5,715.76</b>	<b>96%</b>