

**Ashmansworth Parish Council**  
**Minutes of Meeting held on 07 March 2024**  
**Ashmansworth Village Hall, 7:30pm**

**Chairman:** Cllr Alan Cox

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

**In attendance:** Graham Falconer

**Clerk:** Amy White

**1. Apologies**

No apologies received.

**2. Declarations of interest**

None.

**3. To agree the Minutes of the meeting held on 08 January 2024**

The Minutes of the meeting held on 08 January 2024 were agreed as a true record and duly signed by the Chairman.

**4. Actions/Updates from previous meeting of 08 January 2024**

**Action:** Cllr Cox will initiate a discussion on disc with Ashy Google group and the Clerk will contact the local rural police to ask about getting invited on to disc. **Actioned**- landowners can apply for Disc individually but the parish council will not get involved. We do have a new CSPO who is looking to hold a meeting with local parishes. The Clerk will arrange this.

**Action:** Clerk will contact Kevin Hyde from Hampshire Highways about applying for permission for installation of village gates using Faccombe Estate employees. **Actioned**- see item 9.

**5. Update from County and Borough Councillors (if present)**

This was the last visit from Cllr Falconer who will not be standing for re-election in May. AshyPC wishes him well and thanks him for his support.

**6. To note receipt of Planning Applications received since last meeting:**

T/00120/24/TCA at Plough Inn Bartletts Down Lane Ashmansworth- *no objection*  
24/00167/FUL at Ashmansworth House Church Lane Ashmansworth- *no objection*  
24/00463/HSE at Burnies House, Church Lane Ashmansworth- *no objection*

**7. Emergency Plan**

AshyPC is pleased to accept the suggested emergency plan from East Woodhay Parish Council. This will be placed on the website.

**Action:** The Clerk will add a map of the village halls and other buildings to the emergency plan document and place on the website.

## **8. Police- update on DISC and new CSPO**

The CSPO for BDBC has contacted the Clerk, who will arrange a meeting with Ashy, Highclere and East Woodhay Parish Councils.

**Action:** Clerk to arrange a CSPO meeting.

## **9. War Memorial**

The Clerk has had the pre-application accepted by the War Memorial Trust. The next stage is to fill in a grant form to apply for money to put towards the cost of cleaning and potentially restoring the engraved names. The grant form requires 2 comparable quotes for restoration.

**Action:** Clerk to obtain 2 comparable quotes for the restoration of the war memorial, to add to the grant application form.

**Action:** Cllr Cox to contact Ellie Fane who has worked on restoration at Highclere Castle, if she would be interested in providing a quote.

## **10. Highways**

**The Drove Update:** Kandy Ansell is going to send Cllr Thacker more pictures prior to the resurfacing, although Cllr Thacker did respond in February, there has been no further progress.

**Village gateways:** The Clerk has received a disappointing email from Hampshire Highways, advising of further unanticipated costs for installing village gateways:

*With regards to licencing it, we don't have an 'off the shelf' licence I'm afraid. We have used S115 of the HA previously, but these are bespoke agreements drafted by legal services. From a highways perspective we gather all the following info from the applicant:*

- *Plan of area*
- *Plan of site where they are to be installed*
- *Excavation details*
- *Sign spec*
- *Dates they wish to install*
- *Confirmation they will maintain in perpetuity*
- *Confirmation they are happy with the fees (detail below)*

*We then log all this onto our system and pass it to the relevant Highways engineer for comment or approval/ refusal. Assuming its approved we then pass it all to legal services to liaise with the parish direct and pull together the agreement. I should say this can be a lengthy process and a costly one. The S115 comes in at about £800 and then the road opening licence is currently £454. Often we steer local councils to areas of non-highway land so they can avoid going down this route.*

AshyPC agreed that it does not want to pay the surprising costs and will instead find out from Highways exactly what land is owned in Ashmansworth, for a decision to be made as to whether to put signs up on private land.

**Action:** Clerk to investigate who owns land and verges via Hampshire County Council, for consideration of adding village gateways on to private land.

# 11. Financial matters:

- To acknowledge payments and note receipts:

The Clerk presented the following information:

## Income and Payments since 08 January 2024

Invoice Date	Paid date	Explanation	Payment	
30-Nov-23	9-Jan-24	Red76 Payroll Inv 7664	£	8.00
30-Nov-23	9-Jan-24	Red76 Payroll Inv 7664	£	1.60
27-Dec-23	9-Jan-24	December salary	£	153.72
27-Jan-24	26-Jan-24	Clerk January salary	£	153.52
2-Jan-24	18-Jan-24	Ionos Direct Debit 203039834945	£	18.00
2-Jan-24	18-Jan-24	Ionos Direct Debit 203039834945	£	3.20
30-Dec-23	9-Jan-24	Red76 Payroll Inv 7869	£	8.00
30-Dec-23	9-Jan-24	Red76 Payroll Inv 7869	£	1.60
20-Dec-23	5-Jan-24	Ionos Direct Debit 203039626117	£	4.50
20-Dec-23	5-Jan-24	Ionos Direct Debit 203039626117	£	0.90
6-Jan-24	12-Jan-24	Hugo Fox website Direct Debit inv 4005	£	9.99
6-Jan-24	12-Jan-24	Hugo Fox website Direct Debit inv 4005	£	2.00
20-Jan-24	7-Feb-24	Ionos Direct Debit 203040118295	£	4.50
20-Jan-24	7-Feb-24	Ionos Direct Debit 203040118295	£	0.90
2-Feb-24	20-Feb-24	Ionos Direct Debit 203040316292	£	8.00
2-Feb-24	20-Feb-24	Ionos Direct Debit 203040316292	£	1.60
6-Feb-24	12-Feb-24	Hugo Fox website Direct Debit inv 4293	£	9.99
6-Feb-24	12-Feb-24	Hugo Fox website Direct Debit inv 4293	£	2.00
Total:			£	392.02

## Payments to be made 07 March 2024

Invoice Date	Paid Date	Explanation	Amount	
30-Jan-24		Red76 Payroll Inv 8188	£	8.00
30-Jan-24		Red76 Payroll Inv 8188	£	1.60
28-Feb-23		Red76 Payroll Inv 5511	£	7.00
28-Feb-23		Red76 Payroll Inv 5511	£	1.40
20-Feb-24		Ionos Direct Debit 203040626494	£	4.50
20-Feb-24		Ionos Direct Debit 203040626494	£	0.90
27-Feb-24		HMRC	£	37.20
27-Feb-24		Clerk February Salary	£	153.52
31-Oct-23		AD Clark invoice 783	£	205.20
27-Mar-24		Clerk March Salary	£	153.52

27-Mar-24		HMRC	£	37.20
29-Feb-24		Red76 Payroll Inv 8416	£	8.00
29-Feb-24		Red76 Payroll Inv 8416	£	1.60
6-Mar-24		Hugo Fox website Direct Debit	£	9.99
6-Mar-24		Hugo Fox website Direct Debit	£	2.00
5-Mar-24		Ionos Direct Debit 203040824138	£	8.00
5-Mar-24		Ionos Direct Debit 203040824138	£	1.60
7-Mar-24		Ashmansworth Village Hall Hire 23-24	£	120.00
<b>Total:</b>			<b>£</b>	<b>761.23</b>

End of Year Financial Update: Bank Balance at 01 March 2024: **£4325.69**

The Clerk has made an EoY VAT reclaim for £375.90. This brings the estimated EoY balance to **£3950**.

**Budget:** The Clerk presented the final budget. The Clerk recommended a working reserve of £2000 and earmarked reserves of up to £2000 for the War Memorial restoration.

*Full council approved the budget for 2024/25. (Budget at end of Minutes).*

## **12. Date of next meeting**

The next meeting will be the Annual Meeting and Annual Parish Meeting, held on 08 May 2024 at Ashmansworth Village Hall.

## **Actions from 07 March 2024 Meeting:**

**Action:** The Clerk will add a map of the village halls and other buildings to the emergency plan document and place on the website.

**Action:** Clerk to arrange a CSPO meeting.

**Action:** Clerk to obtain 2 comparable quotes for the restoration of the war memorial, to add to the grant application form.

**Action:** Cllr Cox to contact Ellie Fane who has worked on restoration at Highclere Castle, if she would be interested in providing a quote.

**Action:** Clerk to investigate who owns what land via Hampshire County Council, for consideration of adding village gateways on to private land.

## Budget 2024/25

	Actual 09/03/23	Budget 2023/24	2023/24 Predicted Outcome	Budget 24/25	Additional info for 24/25
<u>Income</u>					
<u>MAIN INCOME</u>	-	-			
Precept	4,250.00	4,590.00	4590	5049	10% increase
Grass Cutting Grant	290.88	300.00	293.79	300	
Other (bank interest)	2.40	3.00		4	
<u>GRANTS</u>					
Other grants	1,000.00	1,500.00	1090	500	Possible grant towards war memorial restoration/clean
<i>Total Income</i>	<u>5,543.28</u>	<u>6,393.00</u>	<u>5,973.79</u>	<u>5,853.00</u>	
<u>Expenditure</u>					
<u>PRECEPT SPEND</u>	-	-			
Clerk's Salary inc PAYE	1,908.12	2,100.00	1878.96	2,373.00	Salary increased to SCP19

Clerk's Expenses		59.52	0		
Bank charges			39.33	72.00	
Training	0.00	50.00	0	50.00	
Insurance	419.78	440.00	277	320.00	insurance increases are huge this year!
Audit	150.00	150.00	150	160.00	
Grass Cutting	1,626.40	1,400.00	1333.8	1,400.00	
Cllr Expenses/Travel			131.65	50.00	
Subscriptions HALC, NALC, CPRE, GLEAM	338.46	150.00	164.58	170.00	
Admin Incl Ionos, Website	150.47	155.00	204	230.00	
Payroll	35.00	89.00	80	108.00	Predicted £1 pm increase
Grants and s.137	125.00	500.00	0	500.00	Consider whether you want this in
Hire of meeting room	98.00	140.00	100	110.00	
Stationery	0.00	0.00	0	0	
Poppy wreath	39.99	40.00	37	40.00	
Miscellaneous buffer	0.00	500.00	0		
Lengthsman/Misc	217.00	0.00	135	500.00	Suggest is necessary as HCC finances are bleak
<b>TOTAL PRECEPT SPEND</b>			<b>4531.32</b>	<b>6,083.00</b>	
<b>GRANT SPEND</b>					
Defibrillator		1,800.00	1435		
Kings Coronation			450		
<b>EARMARKED RESERVES</b>					
War Memorial				2000	Cleaning/restoration
<i>Total Expenditure</i>	<u>2,780.32</u>	<u>7,573.52</u>	<u>6,416.32</u>	<u>8,083.00</u>	

EoY Projected Bank Balance:

£4,000

Working reserve:

£2,000

Reserved Funds 2024/25

War memorial restoration

£2,000

