

Newbold Pacey and Ashorne Parish Council
Parish Council Meeting
Wednesday 3rd September 2025
AGENDA

Contact Address: 12 St Michaels Close, Ufton, Leamington Spa, CV33 9PA
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To all Parish Councillors

29th August 2025,

You are hereby summoned to attend a meeting of Newbold Pacey and Ashorne Parish Council to be held on Wednesday 3rd September 2025 in Ashorne Village Hall commencing at 7.30 pm for the purpose of transacting the following business.

Members of the public and press are welcome to attend the meeting.

1. Record of Members Present

2. Apologies for Absence

3. Acceptance of Apologies

4. Declaration of Interest

Councillors are reminded that they **MUST** act solely in the public interests and should never improperly confer an advantage or disadvantage on any person to act or gain financial or other material benefits for yourself, your family, a friend, or close associate.

5. Dispensations

To receive and consider granting dispensation requests.

6. Open Forum (15 mins)

Members of the public may raise any matter relating to items on the Agenda here. Members of the public to speak for no more than 3 minutes each.

6.1. WCC Representatives Report – Cllr Cowcher

6.2 SDC Representatives Report - Cllr Parry

7. Minutes

7.1 Minutes of the Parish Council meeting held on 2nd July 2025. Enclosure A

7.2 Minutes of the Parish Council meeting held on 28th July 2025. Enclosure B

8.0 Planning

8.1 No Planning applications have been received since the meeting held on 2nd July 2025.

8.2 No planning decision have been received since the last meeting held on 2nd July 2025.

8.3 Appeals - none

9. Financial Reports

9.1 Financial Report for the period 01.04.25 – 31.08.25

Enclosure C

9.2 Bank Statements and bank reconciliation

For the period ending 31.08.25 Enclosure D

9.3 Direct Debit/Standing Order payments made since the meeting held on 2nd July 2025

Enclosure E

Name	£
Hugofox Ltd 19.07.25 website	11.99
Hugofox Ltd 19.08.25 website	11.99
Clerk July 2025 salary due to be paid 02.08.25	
Clerk August 2025 salary due to be paid 02.09.25	
HMRC monthly payment paid on 02.07.25	

HMRC monthly payment paid on 02.08.25	
HMRC monthly payment paid on 02.09.25	
Information Commissioners Office renewal fee	52.00
Waterplus April 2025	16.51
Waterplus May 2025	5.79
Waterplus June 2025	5.20
Waterplus July 2025	10.72
Waterplus Aug 2025	10.99

9.4 Payments for authorisation Enclosure F

Name	£
Mrs J Chapman reimbursement for Zurich Insurance renewal fee	264.00
Mrs J Chapman increase in pay backdated for the period 01.04.25 – 31.08.25	
HMRC difference in tax liability for the period 01.04.25 – 31.08.25	
Salvo Design and Print Hut News Issue 176 May 2025	43.00
Salvo Design and Print Hut News Issue 177 August 2025	43.00
Village Hall rent for meeting held on 28 th July 2025	9.00
Cumbria Clock Company Ltd (service of school clock)	222.00
Ashorne & Moreton Morrell Cricket Club - Community Grant Award from Solar Farm	4794.00
Eleanor Choudry – provision of Internal Audit Report	390.00
Npower 01.04.24 – 31.03.2025	126.00

9.5 Annual Governance and Accountability Review 2025

Clerk confirms this has been sent to the External Auditors – Moores. Queries have been raised and answered, final confirmation of audit awaited.

9.6 Internal Audit Enclosure G

Review of recommendations made

9.7 Clerks Annual Pay Award Enclosure H

To note Clerks annual pay increase (0.48 per hour) £115.20 per annum in total as from 1st April 2025.

9.9 Permission to amend standing order payments

9.9.1 Clerks salary to reflect pay increase.

9.9.2 HMRC monthly payment to reflect pay increase

10. Discussion re future use of the allotments

10.1 Notices to Quit have been served

On plots 2, 3,4, 5, 6, 7, 9, 10 and 13.

10.2 Strimming of Public Footpath

Clerk has asked for the Lengthsman to strim to the public footpath, which lead straight across the allotments from the sheep field. Clerk has chased Wellesbourne & Walton Parish Council Clerk.

10.3 Potential Clearance of site

To receive an update from Cllr Parry re contractor Thomas Fox

11. Annual School Clock Report Enclosure I

To note the annual School Clock maintenance report.

12. Items for next Agenda

Annual Governance and Accountability Return

13. Date of Next Meeting 5th November 2025

Jackie Chapman
Clerk to the Parish Council