

**MINUTES  
MEETING OF NEWBOLD PACEY & ASHORNE PARISH COUNCIL**

<b>Meeting Type</b>	Ordinary Meeting
<b>Date</b>	4 <sup>th</sup> May 2022
<b>Time</b>	20.00
<b>Venue</b>	Ashorne Village Hall
<b>Councillors Present</b>	Stephen Bolton (Vice Chairman), Krys Pietrecki, Roger Wright, Thomas Hiorns, George Struthers, D Cllr Anne Parry (left at 8.50pm), C Cllr Penny-Ann O'Donnell (arrived 8pm and left at 8.50pm)
<b>In Attendance</b>	Locum Clerk Eleanor Choudry Clerk Jackie Chapman
<b>Members of the Public</b>	1

**1) WELCOME and APOLOGIES**

Cllr Bolton welcomed the newly recruited Clerk, Jackie Chapman, and officially introduced her to all Cllrs and said he looked forward to working together.

**2) DECLARATION OF INTEREST**

None.

**3) CONFIRMATION OF MINUTES**

Cllrs received and agreed the minutes from the ordinary meeting on 2<sup>nd</sup> March 2022 as a true and accurate record. Thanks were given to the Locum Clerk Eleanor Choudry for providing the minutes.

**Proposed** Cllr Wright

**Seconded** Cllr Hiorns

**All in Favour**

**4) PUBLIC FORUM**

No comments.

**5) UPDATE FROM WARD MEMBERS**

**a) Penny-Ann O'Donnell, County Councillor**

A meeting will take place on 23<sup>rd</sup> May with the Treasurer of the Village Hall Committee, Cllr Bolton and Severn Trent. Cllr Bolton requested that the WCC report is shorter in length being 2 sides of A4, so it is easier to read. Cllr O'Donnell said she would share as much detail as she can about the current Covid situation.

**b) Anne Parry, District Councillor**

Cllr Wright mentioned the household waste collection in Wellesbourne and said it should be comparable to Shipston. Cllr Wright to email Cllr O'Donnell with details and PC support.

**6) UPDATE ON MARCH'S CORRESPONDENCE & OTHERS TO DATE**

**a) Appointment of new Parish Clerk**

Councillors welcomed Jackie Chapman, and all look forward to working together.

**b) Email from William Heynes on flooding – Work is complete.**

**c) Adoption of LGA Code of Conduct**

**MINUTES**  
**MEETING OF NEWBOLD PACEY & ASHORNE PARISH COUNCIL**

To be adopted at the extraordinary meeting.

**d) Report from the Police quarterly meeting on 27<sup>th</sup> April**

Due to policing cutbacks, they are no longer able to attend PC meetings or send a report. A meeting was held in the Kineton scout hut by the police. Details were given that 999 should be called if there is a wrongdoing and it is an emergency. Any ongoing issue should be reported by calling 101. The police hope to get a WhatsApp contact group available. The 20-mph speed limit was raised and Ashorne PC asked about fly tipping, but cameras are needed, and permission sought from landowners, and this would also need signage. D Cllr Parry said there was debate about the 20's Plenty campaign and whilst the district council support the initiative to reduce speeding, they cannot endorse it. The county council also do not endorse the campaign. PC Morgan is currently on long term sick leave, but the Safer Neighbourhood Team are friendly and supportive and will help as much as possible.

**e) Approve/ratify annual subscription to WALC etc**

Cllr Pietrecki requested retrospective approval for the following payments:

WALC subscription £124

Training for Climate Day (Cllr Struthers and Cllr Bolton) £34

Cumbria Clock Company £2028

Reimbursement to Cllr Bolton for Parish Clerk advertisement £6

**Proposed** Cllr Wright

**Seconded** Cllr Bolton

**All in Favour**

Following discussion raised by Cllr Struthers about the cost of repairing the clock it was agreed that further discussion would take place at the July meeting when all the details of the history of the clock and costings would be available.

**7) FINANCIAL REPORT**

It was proposed that items a) to e) would be deferred until the extraordinary meeting.

a) Cllrs to receive and approve Finance Report for last 3 months Feb, Mar & Apr.

b) Cllrs to receive and approve Payments for Responsible Financial Officer to progress.

c) Cllrs to receive bank statements for period.

d) Cllrs to receive & approve Bank Reconciliation.

**Note:** - Old Clerk set up as a temporary administrator for Unity Trust Bank in transition between Responsible Financial Officer & Parish Clerks of the future.

e) Audit of accounts – Appointment of independent examiner – Cllr Peitrecki

f) January payment for Locum Clerk

The January invoice had been paid and the Locum Clerk will invoice for May.

g) Appoint new Cllr to sign transactions for Councils bank account & also remove Cllr Brazel from list. Cllrs agreed that the bank signatories are to be Cllr Bolton, Cllr Pietrecki and Cllr Struthers.

**Proposed** Cllr Bolton

**Seconded** Cllr Pietrecki

**All in Favour**

**8) AREAS OF RESPONSIBILITY & MATTERS ARISING FROM PREVIOUS MEETINGS**

**a) Village Hall** - no update

**b) Church** - War Memorial update

Awaiting to hear from Diocese, it is hoped that work will commence in July.

**MINUTES**  
**MEETING OF NEWBOLD PACEY & ASHORNE PARISH COUNCIL**

**c) Allotments**

**i) Update on letting of Allotments – Cllr Pietrecki**

There is 1 and 2/3 available for letting. The plots need to be kept in good order over summer. Cllr Pietrecki is to advertise locally. Cllr Pietrecki is willing to strim the available plot once but not on a permanent basis.

**ii) Update on Tenancy Agreement with 'Herd & Grow' - Cllr Pietrecki & Cllr Hiorns**

The tenancy agreement will be with the individual and not Herd & Grow. The agent Geoffrey Payton of Warwick is drawing up the agreement.

**iii) Erection of shed/sheds without Council permission - update. – Cllr Pietrecki**

The tenant had emailed before Christmas asking for permission to erect a shed. Unfortunately, the email was missed, and the shed was installed without agreement. Cllrs agreed to all check the site and discuss via email.

One person is not up to date with their allotment rent and one person owes 2 years rent. All tenants have signed the new agreement and an update of rent received to date will be provided at the extraordinary meeting.

**Proposed** Cllr Wright

**Seconded** Cllr Pietrecki

**All in Favour**

**d) Emergency Plan – Cllr Bolton & Cllr Pietrecki**

The Plan will be presented at the July meeting.

**e) Village Hut News**

- i) Parish Clerk – The Clerk to update contact details.
- ii) Write up meeting report for Newsletter – Cllr Pietrecki to draft report.

**f) Infrastructure including Footpaths and Village Maintenance**

**i) Village Hall Flooding update – Cllr Bolton**

A meeting is to be held on 23<sup>rd</sup> May with Severn Trent, WCC (Jeff Hobday), Cllr O'Donnell, Cllr Bolton & Village Hall treasurer (Jim Thornton).

**ii) Cumbrian Clock Company update – Cllr Bolton**

The 8-day clock needs to be wound every 6 ½ days as the barrel is winding too short. 22 turns is down to 15. No date has been set for repair. This item is to be fully discussed at the July meeting.

**iii) Bridge repairs update – Cllr Bolton & Cllr Wright**

Weedkiller will be required. The repairs will start May/June and Cllr Bolton agreed to help. The footings have been dealt with and the sides of the parapet and pier is the last item. Decayed bricks need replacing. Cllr Bolton has some bricks available at a reduced rate.

**iv) Council assets (repairs and replacement)**

Salt boxes, defibrillator, diamond Jubilee trees - Cllr Bolton

Salt boxes will be installed within 2 weeks. Cllr Struthers has contacted Mrs Davis regarding CPR training will Neil Redding discussing how to access the defibrillator and Will Wood has offered his resuscitation dummy. Two of the jubilee trees have died, one of them has been replaced twice. A decision needs to be made at the July meeting regarding an autumn replacement. The trees were an English Oak and a Hornbeam.

**v) Tree Charter update – Cllr Bolton**

Discussion took place regarding the type of tree to purchase. It was agreed that an English Oak is be purchased. Cllr Wright suggested planting the tree between the cricket pavilion and the brook. Mark

**MINUTES**  
**MEETING OF NEWBOLD PACEY & ASHORNE PARISH COUNCIL**

Freeman of the Cricket Club wants to be involved. All Cllrs are to check for a suitable area, and this will be an agenda item at the extraordinary meeting.

vi) Work on noticeboards and bench by Lengthsman – Cllr Bolton

The work is due to start this week and the work will be charged to the PC, not work as a Lengthsman.

vii) Platinum Jubilee – Committee & activities etc.- Cllr Hiorns

The road will be closed on Saturday 4<sup>th</sup> June for the street party in the daytime and a tea party later. There will be a TV showing the London celebrations. Invitations are to be distributed to parishioners on the 9<sup>th</sup> May. Cllr Bolton to email Simon Powell regarding display signs.

**g) Welcome Pack Committee** - no update

**h) Oakley Woods** – Report from Judy Cooper in last April's edition of 'Village Hut News'

**i) Planning - Parish Plan Update** - Cllr Bolton

Awaiting a third member.

**j) Human Resources** – Clerk is responsible.

**k) Training** - Cllrs Bolton & Struthers attended Climate Change day conference. 30/3

**9) ISSUES RAISED BY COUNCILLORS FOR FUTURE MEETINGS**

**a)** Proposal to declare a 'Climate Change Emergency Declaration' by Parish Council.

Cllr Bolton and Cllr Struthers to meet to discuss a PC action plan and this will be discussed at the July meeting.

**10) RISK MANAGEMENT PLAN** – Clerk to recommend.

**11) DATE OF NEXT MEETING** - 6<sup>th</sup> July 2022 at 19.30.

Cllr Pietrecki thanked Cllr Bolton for acting Chair and the enormous amount of work involved. Cllr Bolton has a vast knowledge and experience of PC affairs, and it is hoped that he will continue to assist the PC. Cllr Wright said he was grateful for Cllr Bolton and Cllr Pietrecki for 'going the extra mile'. Cllr Bolton said he thought it was the right time to step down with a new Clerk and Councillor, but he will be available to help.

Meeting closed 9.30pm.

Date for the extraordinary meeting is 1<sup>st</sup> June. Cllr Pietrecki to book the Village Hall at 7.30pm

**Signed**

**Date**