

ASH PARISH COUNCIL

Clerk: Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

Tel: 07783 475200

E-mail: clerk@ashpcsomerset.com

Minutes of a Meeting of Ash Parish Council held on Monday 5 December 2022 at 19:00hrs

Present – Councillors (Cllrs)

Lesley Andrew, Steve Davey (Chair), Rebecca Gray, Antoinette Groves, Caz Halfhide

In attendance:

J Ferguson – Parish Clerk, County Cllr John Bailey, County Cllr Emily Pearlstone and 4 members of the public.

County & District Councillors Reports.

A County Cllr report had been circulated by email.

Public Open Session

19:30 – Meeting opened

22/168 Apologies for absence

Apologies had been received from Lily Humby and Tim Groves due to work commitments.

22/169 Declarations of interests

Cllr A Groves declared an interest in item 22/174.

22/170 To approve the minutes of the previous meeting

RESOLVED: That the minutes of the Council Meeting held on Monday 7th November 2022 were approved and signed as a correct record.

22/171 Matters to report from a previous meeting

Cllr A Groves reported that the cemetery fence had been completed.

22/172 Planning decisions report – None.

Noted.

22/173 Planning applications – None.

Noted.

22/174 Finance – To approve the schedule of payments:

Ash Parish Council - Dec 22 Payments			
DATE	PAYEE	DETAIL	AMOUNT
05-Dec-22	STAFF	SALARIES	£ 1,419.96
05-Dec-22	STAFF	EXPENSES	£ 244.44
05-Dec-22	SSDC	RANGER OCT 22	£ 192.07
05-Dec-22	GUY TREVOR JONES	CEMETERY FENCING REPAIRS	£ 150.00
05-Dec-22	A GROVES	POSTAGE	£ 3.45
05-Dec-22	T GROVES	REIMBURSE - NEWSLETTER	£ 30.00
	TOTAL PAYMENTS DEC 22		£ 2,039.92

RESOLVED: To approve all payments totalling £2039.92

ACTION: Cllrs Davey and A Groves

22/175 Finance – To approve cashbook and bank reconciliation

RESOLVED: To approve the cashbook and bank reconciliation to 30 November 2022.

Chairman

Date

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22/176 Finance – To approve the 2023-24 budget

This was deferred to the January meeting.

22/177 Finance – To approve the 2023-24 Precept request

This was deferred to the January meeting.

22/178 Finance – To approve the NALC National Salary Award 2022-23 terms and backdated pay

RESOLVED: To approve the NALC National Salary Award 2022-23 and backdated pay.

22/179 Finance – To consider 3 quotes for 2 bus shelters and to approve the preferred quote

Three quotes were presented with details to be finalised (all ex VAT):

- Quote 1 - Two bus shelters supplied and installed for £7,974 (with perch seat)
- Quote 2 - Two bus shelters supplied and installed for £5,645 (no perch seat)
- Quote 3 - Two bus shelters supplied and installed for £7,935 (with perch seat)

The was deferred to a future meeting when further details would be available to help with the decision.

ACTION: Cllr A Groves

22/180 Civility and Respect Project – To adopt the Councillor-Officer Protocol

Cllr Groves suggested that this be deferred until a future meeting when the supporting documents and policies were in place.

ACTION: Parish Clerk

22/181 Civility and Respect Project – To adopt a Dignity at Work Policy

As for the previous agenda item, it was agreed to defer until the supporting documentation was in place.

ACTION: Parish Clerk

22/182 Civility and Respect Pledge – To consider steps required to take the pledge.

Throughout the sector, there are growing concerns about the impact of bullying, harassment and intimidation are having on local (parish and town) council's, councillors, clerks and council staff and resulting effectiveness of local councils.

Steps required to enable the council to 'Take the Pledge' were discussed. The clerk reported that she had already completed 'Leadership in challenging situations' training and was due to attend 'Personal resilience in practice' the following day. Councillors were encouraged to look into training on offer on the NALC/SALC website.

ACTION: All Cllrs

22/183 Parish Matters – To consider nominating The Bell Inn, Ash as an Asset of Community Value

Cllr Halfhide asked the PC to consider requesting this to be added to the SSDC Assets of Community Value Register.

RESOLVED: To apply for the Bell Inn, Ash to be added to SSDCs Assets of Community Value register.

ACTION: Cllr Andrew

22/184 Parish Matters – To consider a request from Ash PTA to hold an event in the Millennium Wood on 15 July 2023

RESOLVED: To permit Ash PTA, in principle, to hold an event in the Millennium Wood on 15 July 2023.

22/185 Parish Matters – To hear a report on the Warm Hub arrangements in Ash

Cllr Halfhide reported that a grant of £500 had been awarded to the cause from the Church Diocese, £1000 had been approved by the Somerset Community Foundation towards heating costs for the Pavilion to be used as a Warm Hub and an air filter had been donated. Plans for opening the hub were progressing and volunteers had come forward. Due to the urgency of the requirement, Cllr Halfhide requested that a working

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group be formed asap. Cllrs A Groves, S Davey, C Halfhide and 1 member of the public agreed to meet later that week to agree the next steps.

ACTION: Cllr Halfhide & A Groves

22/186 Cemetery – To approve and sign the Cemetery Track Lease with the understanding that it conforms to the Heads of Agreement

Cllr Davey presented an amended lease that had the agreement of the landowners and recommended that the PC approve the lease.

RESOLVED: To approve the amended Cemetery Track Lease with the understanding that it conforms to the Heads of Agreement.

ACTION: Cllr Davey

22/187 Cemetery – To adopt interim Cemetery rules

Cllr Davey presented interim Ash Cemetery rules for PC consideration until the new cemetery extension could be used:

Interim rules for Ash Cemetery

It is recognised that until the new cemetery extension is completed, the parish is under great pressure for cemetery places, and to mitigate this will adopt the following interim rules, which will be in force until the rules for the new cemetery extension are in place.

We have established that a row of 12 unused plots exists in the cemetery. These plot have presumably left unused for a pathway, but as can be seen from the 1955 Petition to consecrate Ash Burial Ground, they are in fact consecrated.

There is a further line of 12 plots on the right hand side of this plan, but these are now overhung by the hedge and are unable to be used.

The adopted rules are as follows:

1. We adopt the numbering of the usable plots from L125 to L136 as shown on the attached plan.
2. The rights to a burial plot will be assessed on an immediate needs basis. Plots may only be bought in advance if agreed by the Parish Council.

RESOLVED: To approve the interim cemetery rules until the rules for the new cemetery extension are agreed and adopted.

22/188 Cemetery – To approve additional plots in the existing cemetery using consecrated ground

RESOLVED: To approve the additional plots, numbered L125 to L136 as detailed on the agreed cemetery plan.

22/189 Reports – To receive reports from:

a. Parish Councillors

There were no reports heard at this time.

b. Working Groups

Cllr A Groves had circulated a report from the first Ash Biodiversity Working Group (ABWG), with 2 additional members of the public having joined the group and initial plans for implementing a tree planting plan and additional hedge planting locations identified. A parish biodiversity map had been started, with raising public awareness and events being considered.

22/190 Correspondence

The following items of correspondence had been circulated by email:

Chairman

Date

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- SSDC Communities request for evaluation of grant funding awarded – Millennium Wood Accessible Gate. It was requested that the email be forwarded to a suitable respondent on behalf of the PC.
- Grant application for £3750 - All Ability Access Improvements to Ash Village Hall Car Park GRANTED.
- Email from resident concerned about Ash Primary School advertising the use of a car park – Chair explained that the school do have a car park
- PKF LittleJohn appointed as external auditor for the next 5 year period
- SSDC Members briefing
- Somerset Wildlife Trust Newsletter
- Somerset Flood Warden Newsletter
- UK Somerset Rural Fund Consultation
- SSDC Meet your Broadband provider
- Somerset Emergency Contacts for the Parish notified as Cllrs Halfhide and Davey

22/191 Items for the next agenda

- To approve the 2023-24 Budget
- To approve the 2023-24 Precept request
- To approve updated Terms of Reference for the Ash Biodiversity Working Group (Cllr A Groves)
- To approve the bus shelter quote
- To appoint a HR committee
- To report on progress towards taking the Civility and Respect Pledge

22/192 Date of next meeting – 9th January 2023

22/193 Exempt Session – Exclusion of the Press & Public

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Details regarding the clerks hours and salary were discussed.

20:38 - Meeting closed