

**Ashby St Mary Parish Council (ASMPC)**

Minutes Parish Council Meeting

Wednesday 10<sup>th</sup> January 2024 at 19:00

Ashby and Thurton Village Hall

In Attendance: Terry Kitt (TK) – Chairman, Carol Powell (CP), M Rolph (MR), J Goldring (JG), Harley Roebuck (HR)

Minutes: Tina Higlett (TH) – Parish Clerk.

1. To consider apologies for absence.  
R Cargill – Apologies accepted.  
County Councillor K Mason Billig.
2. To receive declarations of Interest for items on the agenda.  
Nil
3. Public Forum including reports from County and District Councillors  
No public and no County and District councillors in attendance. Cllr Mason Billig sent a report for circulation to councillors.
4. To approve the minutes of the meeting held on the 8<sup>th</sup> November 2023  
Minutes approved.
5. Matters arising from the Minutes of 8<sup>th</sup> November 2023.  
Nothing to report.

6. Finance

6.1 Council current financial standing

See appendix 1.

6.2 Payments made since last meeting.

Date	Payee	Method	Description	Amount
17/11/2023	Roberts & Son	Bacs	Printing Emergency advice	40.00

6.3 To approve Payments

Date	Payee	Method	Description	Amount
18/12/2023	T Higlett	Chq:100386	December salary	£337.31
10/01/2024	HMRC	Chq:100387	P32 payment	£171.20
10/01/2024	Autela Payroll Services	Chq:100388	Payroll Services	£54.58
18/01/2024	T Higlett	Chq:100389	January salary	£226.47

7. Budget 2024/25

7.1 Budget was circulated to members. Budget adjustments on last year including clerks salary and allowance for new website/gov.uk domain.

Council voted to accept budget – all in favour.

7.2 NALC subscription.

Council decision was not to subscribe to the service.

Council unanimously agreed.

8. Precept 2024/25

Chairman proposed to set the precept at £3894.00.

Council unanimously agreed.

9. Appoint internal auditor 2023/24

L Trueman has advised she will be available to carry out audit.

All in favour – L Trueman appointed.

10. Planning

10.1 Planning decisions

I. 2023/1838 Orchard Studio Mill Common Ashby St Mary. Proposal: Erection of garage and decking to south of studio. Decision: Approval with Conditions (Delegated)

Date of decision : 14 November 2023

II. 2023/2944 Ashby Hall Hall Road Ashby St Mary Proposal: Removal of existing conservatory and erection of new conservatory.

Enlargement and alterations of current kitchen extension to include new external doors and replacement rooflight. Decision: Approval with Conditions (Delegated). Date of decision : 14 November 2023

11. Biodiversity Policy and Action plan

Parish Council's duty was duly noted. Action plan to be addressed including perhaps working with village hall committee who oversee the playing field. Policy was agreed.

12. Consultations

12.1 Consultation on Alternative Sites and Focused Changes for the Draft Village Clusters Housing Allocations Plan (VCHAP) – Council duly noted.

13. Speed awareness Campaign on A146

CP and JG had attended a meeting in December with members of neighbouring councils. Correspondence will be sent to South Norfolk's Street Scene Inspector with regards to the diversions put in place, when the need arises. A FOI request has been put in with Norfolk Police for accident figures. This is not held by Norfolk County Council. Consensus is the speed limit should drop by 10 mph along the A146. Suffolk County Council have addressed speed through villages on the A140. Discussion around parishes using Community Infrastructure Levy for speed reduction. Traffic Island in Thurton needs to be increased in

size to make it safer to use. Rumble strips or chevrons could be used to slow traffic entering Thurton. Petition to be available on the NCC website. Next meeting scheduled for 16<sup>th</sup> January 2024.

14. Emergency Plan

This has now been delivered around the village. 30 properties have shown an interest in becoming involved. Those that have not responded councillors will contact. MR and HR will oversee the emergency group 'Whats App'. Chairman would like to see the plan up and running by April 2024.

15. Report from representative of Village Hall Management Committee.

CP advised that JG will be joining the village hall committee as a representative.

The small room and the hallway have now been decorated. An update on the land registration shows the village hall is the registered owners. It has the 'Top level' registration, known as title absolute. Have been given possessory title which is ok but not perfect. Now looking into how you can get absolute. It all fails they will have a 12 years wait and then get absolute. This means trustees can now reclaim the land which belongs to them.

The Burns night will not be going ahead this year. Community café resumes on the 11<sup>th</sup> March. After this the next scheduled date will be the 15<sup>th</sup> April. Going forward it will be held on the 2<sup>nd</sup> Monday of the month.

16. Reports re Website/Neighbourhood Security/Oil Buying Syndicate.

MR advised there was nothing to report on Neighbourhood Security.

Oil Buying Syndicate – an order will be placed for 5600 litres.

Website – is all up to date.

17. Correspondence

Nothing to report

18. Matters for consideration and items for information.

Chairman advised that NCC highways have repaired the pothole on Mill Road. The vegetation which obscured visibility on Mill Road/Mill Common has only been trimmed but could be removed to make visibility even better. Propose next time the highways engineers are in the area that this is asked to be carried out.

19. Date of next meeting 13<sup>th</sup> March 2024.

Meeting closed at 20:50

Appendix 1.

Ashby St Mary Pc

Third Quarter Q3 accounts 2023-24

April - December 2023

Payments	Budget 2023/24	Actual spend	Over/Un- derspend	Receipts	Budget
	£	£	£		£
<b>Administration</b>				Precept	3709.00
Salaries and related costs	2900.00	1979.64	920.36	Grants (other)	300.00
Staff Training	50.00	31.50	18.50	Council Tax Support Grant	
Staff expenses and subscriptions				CIL (Community Infrastructure Levy)	
Members Expenses				Vat refund 2020-21	186.10
Venue Hire	160.00	120.00	40.00	Interest	
Members Training	150.00		150.00	NCC Grant	7000.00
Audit Fees	100.00	50.00	50.00	VAT refund 2021-22	
Insurance	400.00	277.00	123.00		
Payroll Services	250.00	109.16	140.84	<b>Total</b>	<b>11195.1</b>
Norfolk PTS	55.00	55.00	0.00		
Subscriptions other				Opening Balance @1st April 2023	5596.30
Stationery	15.00		15.00	Total Income	11195.1
Postage	22.00	17.60	4.40		13451.2
Software Support	30.00		30.00	Total Expenditure	0
Website Support	150.00		150.00	<b>Balance</b>	<b>3340.20</b>
Village Magazine	470.00	80.00	390.00		
ICO	35.00	35.00	0.00		
Legal Fees	110.00		110.00	Represented by:	
<b>Village Maintenance</b>				Business Premium Account - 01/01/2024	3340.20
Street Furniture Maintenance	100.00		100.00		
Dog Waste Bin Emptying Service	270.00	317.71	-47.71	General reserves	2194.39
<b>Sub Total Recurring Expenditure</b>	<b>5267.00</b>	3072.61	2194.39		
<b>Other Expenses</b>					
Capital Expenditure					
Parish Plan					
<b>Sub Total Expenses</b>	<b>0.00</b>	0.00	0.00		

<b>Grants &amp; Donations</b>			
<i>Sub Total Grants</i>	0.00	0.00	0.00
<b>Other</b>			
<i>Local members Highways Grant</i>	7000.00	7000.00	
Contribution towards defib (CIL)		900.00	
Kings Coronation Grant	200.00	178.59	
Village hall grant		300	
Contribution towards Village hall drive-way (CIL)		2000.00	
<i>Sub Total Other</i>	<b>7200.00</b>	10378.59	
<b>Totals</b>			
	12467.00	13451.20	2194.39