

Agenda

Ashwell Parish Council Meeting, to be held in the Parish Room on Wednesday 5th March 2025, at 7.00pm

To Councillors: Graham Lee (Chair), Norton Mahy (Vice Chair), Chris Button, Ian Duffy, Vinny Hall, Martin Hoffman, Joan Yates, David Sims.

Councillors are summoned to attend this meeting for the transaction of business in the agenda.

The meeting is open to members of the public and press unless a resolution for a particular agenda item decides otherwise. The meeting can be attended in person or via Zoom, a copy of the recording will be available from the Clerk upon request. Please sign up on the website (www.ashwell.gov.uk) to be sent login details and to receive regular communications on village matters.

District Councillor Tom Tyson and County Councillor Steve Jarvis routinely attend meetings.

Copies of the agenda and other items on the website are available by request or by clicking on this link. [PC Agendas and Minutes](#)

- 22 **Apologies for absence To receive and accept apologies for absence.**
- 23 **Interests** (a) To receive declarations of interest from councillors on items on the agenda, (b) To receive written requests for dispensations for declarable interests, and (c) To grant any requests for dispensation as appropriate. Where any declaration of interest involved the Chair, the meeting to agree an alternative individual to take the Chair for that item(s).
- 24 **Minutes Proposal** to approve the draft minutes of the Parish Council meeting on 5th February 2025 as an accurate record of proceedings. [Draft Minutes from 5th February 2025 Meeting](#)
- 25 **Parish Issues and Public Participation** [Protocols for Public Participation in Council Meetings](#)
 - 25.1 To hear any new matters raised (members of the public and councillors can raise any Parish related matters).
 - 25.1.1 To note any update on Ashwell Academical Youth Football Club (ACCIES) in an effort to keep more playing matches and training in the Village. [Appendix A & Appendix B](#)
 - 25.1.2 To note any update to reintroducing [Drive Safe scheme](#) volunteers.
 - 25.1.3 To note any update to [water issue at Small Gains Allotments](#)
 - 25.1.4 To note [correspondence](#) with ACCIES regarding [Village Football Fun Event](#) to celebrate the 25th anniversary season of the ACCIES 13th & 14th June 2025.
 - 25.1.5 To note the [Decision Notice](#) of Bygrave Plantation License Review.
 - 25.2 To receive reports from representatives from outside bodies, local authorities and agencies.

25.2.1 To receive a report from County Councillor Steve Jarvis.

25.2.2 To receive a report from District Councillor Tom Tyson.

26 Reports from Working Groups. To receive oral updates from relevant leaders/members and agree any actions that require Parish Council input/approval.

26.1 **Planning Advisory Working Group** - To note, any further information regarding S106 and to note update of report on Ashwell Housing Needs Survey, please contact Clerk to view a hardcopy of report at clerk@ashwell.gov.uk - See link to **Affordable Housing Survey**.

26.2 **Access to Ashwell station** includes the cycle/footway route and car parking. (Cllr Lee).

26.3 **Trees and Hedges** (Cllr Sims)

26.4 **To receive update - Zero Carbon Ashwell (ZCA) Group.** (Cllrs Lee & Duffy).

27 Planning matters: to include new and existing applications. To see full details of applications on the [NHC website](#) enter the reference number into the planning search box.

27.1 **New consultations received from NHC.** To note any correspondence and agree responses.

27.2 Current Applications awaiting NHC Decision:

27.2.1 To note any updates to 24/01444/FP: Land Between Huntsridge and Ashwell House 5 High Street Erection of 14 dwellings (including affordable housing), (Hunts Close).

27.3 To note any updates to [Appeal Consultation 22/03094/FP](#): Land Between Huntsridge and Ashwell House 5 High Street Erection of 14 dwellings including creation of access from Ashwell Street, footpath link to Lucas Lane, associated infrastructure, public open space and landscaping – To agree a response to the appeal consultation. See [Appeal letter to Inspector](#) and [Appendix B.](#) (Hunts Close).

To note the [Planning Summary](#) as of 27th February 2025.

28 Tree consultations (Conservation Area and TPO) received from NHC. To agree responses to any received.

28.1 To note any updates to 25/00286/TCA : The Granary House, West End. T1, T2, T3 Cypress, Fell.

28.2 To note any updates to 25/00357/TCA : 57 High Street : T1: Laburnum - Remove to ground level.

28.3 To note the [Tree Planning Summary](#) as of 27th February 2025.

29 Reports from Committees

29.1 HR Committee. To receive an oral reports and agree any actions.

30 Reports from parish councillors on premises and other responsibilities. To receive oral reports and agree any actions needed.

30.1 **The Springs** Report from Cllr Hoffman.

30.2 **St Mary's Churchyard** Grounds Maintenance. Report from Cllr Hoffman.

30.3 **Recreation Ground including the playground, pavilion and public toilets.**

To receive any updates from Pavilion Working Party. [2024 Pavilion Consultation working documents](#).

30.4 **Small Gains and Track** – To note any updates (Cllr Sims).

30.5 **Cemetery** – To note any updates from Cllr Mahy.

30.6 **Street furniture** - To note any updates Cllr Mahy

31 Finance and Governance

31.1 **Budget tracking** and the monthly summary of accounts. To note the information up to month end to be circulated to parish councillors after the end of the month. Proposal that the summary of receipts and payments be issued with the draft minutes and the two nominated parish councillors sign off the accounts in accordance with internal control procedures.

To note any variances of actual expenditure compared to budget.

31.2 **Grounds Maintenance Contract** – To receive [quotations](#) following invitation to tender.

31.3 **Grass Cutting & Fertilising Recreation Ground** – To receive [quotations](#) for the grass cutting and fertilising of the Recreation Ground.

31.4 **CLT**– To consider a request that the hire cost of the Parish Room (approx. £20) for the AGM of the Ashwell Community Land Trust and of the £90 [renewal fee](#) be funded from the section 137 budget ‘community support’. Click here for link to [Community Land Trust](#).

31.5 **Budget 2025/26 Update** – To note [overspend](#) on administration costs of 2024/25 budget Administration costs increase of £3290 against budget. Proposal to move sum from reserves into general account.

31.5.1 To receive an oral update on proposed [Fees for Club use of Rec & Pavilion](#)

31.6 **Annual Audit for the 2023/24** financial year. To note the Interim review received from the External Auditor, but a final report is pending their review of [correspondence from a Parishioner](#), and [further correspondence from objector and External Auditor](#). To consider the parish council’s response and costs which would subsequently be charged to the Parish Council.

31.7 **Audit for the 2024/25** financial year – to note documents that form part of the annual audit process:

31.7.1 To note [Review of Effectiveness](#) was reviewed at the Finance Committee meeting October 2024 and to consider if any changes are required.

31.7.2 Monthly bank reconciliations - To approve monthly bank reconciliation (available after month end).

31.8 **Bank Signatories** - To note any updates to change to reflect new Clerk.

31.9 **Next APC Meeting** - To note date of next APC meeting and Parish Meeting 2025

- Wednesday 2nd April 2025 at 7pm
- Parish Meeting in the School Hall at 7pm on Wednesday 19th March 2025.