

KEMPSFORD PARISH COUNCIL

Clerk: Teresa Griffin, Winterwood, Whelford, Fairford, Glos. GL7 4EB

Tel: 01285 713691 Email: clerk@kempsfordparishcouncil.net

To all Parish Councillors

Members are reminded that the council has a general duty to consider the following matters in the exercise of any of its functions: Equal opportunities (race, gender, sexual orientation, marital status, religion and any disability), Crime and Disorder, Health and Safety, and Human Rights.

D R A F T

Minutes from the Parish Council Meeting of Tuesday 19th March 2024

Present:

Mark Strange (Chair)

Stephen Andrews

Neil Green

Karen Saunders

John O'Connell

Debbie Watson

Christine Nugent

Teresa Griffin (Clerk)

Public: Mr Slade

1. **Apologies:** Tristan Wilkinson, Helene Mansilla and Dom Morris.
2. **Minutes:** Minutes of the Parish Council Meeting held on 20th February 2024 were approved.
3. **Disclosure of member's interests:** None
4. **Dispensation requests:** None
5. **Matters Arising:**
6. **Questions from members of the public:** Mr Slade attended to hear the update on the Hannington Road Closure.
7. **County Councillor's Report:** Not present.
8. **District Councillors Report:** - Not present.

Stephen Andrews advised that if present, they would likely have reported that yesterday was the 6 month deadline for an appeal by Pye Homes. As at 4pm yesterday the Planning Officer advised they had not heard anything. It is possible that they could have put something in direct to the Planning Inspectorate, but cannot be ruled out until the end of the week.

9. **Kempsford Parish Council**

1. **Review of Policies & Notices** – The following were reviewed –

Document	Action
• Information Audit	– No changes required
• Privacy Notice for staff, councillors & role holders	– No changes required
• General Privacy Notice	– No changes required
• Risk Assessment & Internal Control Schedule	– Whelford Village Hall to be added as a Meeting Location with procedure and risk the same as Kempford Village Hall
• Snow & Salt Risk Assessment	– No changes required

2. **Community Emergency Plan Review** – The plan has been updated with current contact details. Details for snow plough warden to be added after checking with person responsible. The School are going to check with their Caretaker, who lives in the Kempford, if he is happy to be listed as a key holder contact for the School. The contents of the emergency 'black box' held at Kempford Village Hall needs to be reviewed. Council discussed if it would be appropriate to ear-mark funds for refreshments etc. should they be required at places of safety. It was agreed that, should they be required, they could be provided through the general 'Village Hall Fund'.
It was suggested by a qualified first aider in the community that we may wish to organise some training for councillors and other members of the public.
It was agreed to advertise for more volunteers at the forthcoming Annual Parish Meeting.

3. **Hannington Road Closure Update** – Mark Strange provided an update –
 - In January, given no progress, I contacted RIAT to ask if we should start talking about it in respect of this year's show, but did not get much of a response.
 - We then heard informally that negotiations were taking place between the RIAT organisers and GCC Highways, and I emailed the Head of Highways. The response we received was that he felt it was not

appropriate for the Parish Council to be involved in these negotiations, and for us to speak to RIAT directly.

- I have now emailed Sir Geoffrey Clifton-Brown to say this road has now been closed for over a year, and whilst we can see why it is closed, and equally the air show is an International event that brings lots of money in to the area, why has it got such a low profile? Can he help to get GCC Highways to talk to Wales & West Utilities and come up with some sort of plan? We have not been given any information or estimated timeline. If it is opened temporarily again for RIAT, could the temporary measure remain in place for use by the community, even if single track with traffic lights, until such time a permanent fix can be made?
- The Clerk reported that a parishioner had asked if anyone from GCC Highways will be attending the Annual Parish Meeting. Following this, an email was sent to the Head of Highways to request, given that they do not feel the Parish Council should be involved in any discussions, that a representative from Highways should attend and explain to the community on how any decision is made. We have had no response to date.

4. Request to change meeting day – Kempsford Village Hall Committee have asked if Parish Council meetings can be changed from Tuesdays to Mondays as Short Mat Bowls takes place on Tuesdays, except on Parish Council meeting dates.

It was agreed to decide at the Annual Parish Council Meeting in May, after checking potential conflicting dates with other neighbouring councils and how it may impact our County and District Councillors. It was suggested an earlier start time also be considered.

5. Updates from meetings attended and working groups –

- a) Kempsford Village Hall – Minutes of the last meeting have been circulated by email. It is good to see there is now a full committee. Karen reported it is unusual to have a restriction on the number of members they can have. A couple of other points were raised and Karen agreed to take back to the committee –
 - Food and drink is currently being stored in the meeting room cupboard, and it is requested it be cleared up and stored in crates. Currently it is very difficult to access our filing cabinets. When access was given to use it, we believed it was for storing large expensive items or even documents, rather than food/drink.
 - The Clerk was unaware that the small meeting room was kept locked and requests a key or details of the key safe code.
 - A member of the VH Committee has asked about funds that are earmarked for VH maintenance. PC reiterated that any funds earmarked are for both Kempsford and Whelford VH's and should only be used in very specific circumstances. The PC expects both VH's to keep a fund to cover general maintenance/replacement of equipment. .
- b) Cotswold Water Park – Karen Saunders attended the recent meeting to discuss changing the name from the Cotswold Water Park to Cotswolds Lakes. This was supported by the Parish Councils in attendance. Stephen Andrews advised that he has forwarded on details to Lake by Yoo as they appeared unaware of the proposal.
- c) AutoSpeedWatch – Feedback on how the scheme and cameras work was sent to Gloucestershire Police and the Police and Crime Commissioner (PCC). Karen Saunders and the Clerk attended a meeting with Quenington Parish Council and the PCC to discuss the scheme. It was interesting to hear that Quenington have raised similar issues to us. The main points we hope the PCC took away are –
 1. If approved signage was available we believe this would significantly reduce the number of speeders
 2. The reports produced by the ASW system are not being used to their full potential by the Police.
 3. The number of offences that can be sent in to the Police from each camera are very low compared to total number of offences.
- d) Persimmon/Top Road – It was a very positive meeting with Persimmon regarding the sports pitch and car park. We have been advised today that they are awaiting quotations back from their contractors and will be in touch in a couple of weeks' time.
- e) Town & Parish Forum – Stephen Andrews reported that the meeting was largely about the Local Plan and getting villages involved. Examples from 'model' villages were given.
- f) Patient Participation Group - Stephen Andrews confirmed that John Reed has now retired.
- g) Lakes by Yoo – the main items discussed were –
 1. Management of flows across the lakes. LBY will be attending the meeting with Thames Water and the EA to do a presentation.

2. Leisure Facility – A draft plan of what they think the building will look like was presented, but no information on how it might operate and at what cost.
 3. There is a need for a new flood risk assessment for the whole of the site as part of dealing with the lake flows.
 4. Steve Trotter provided an update on the works for the multi-user path at Lechlade end of Longdoles Lane. The vegetation will be cleared this week and after Easter the pot holes will be filled in. He has also been successful in obtaining further grant funding of £25,000 which will be used for design work at the other end of Longdoles Lane where it joins Dudgrove Lane.
- h) Thames Water and sewerage issues in Kempford – Stephen Andrews requested residents come forward with any more examples. Addresses are needed now. He has also requested a plan of the sewerage system from Thames Water.

6. Residents reports to Councillors –

1. The George has asked if they can move the noticeboard from the car park and attach it to the side of the building. It was agreed there is no objection providing there are no planning restrictions in them doing so.
2. Karen Saunders asked if anyone in Whelford have reported not receiving a Parish Newsletter as she is aware of a couple of residents not receiving them regularly. The Clerk has not received any reports.
3. Mark Strange has been asked if we have any litter pickers. It was agreed to purchase a couple and fluorescent waistcoats so they can be offered to any volunteers.
4. Christine Nugent reported that some volunteer litter pickers had collected over 240 cans from Ham Lane. A Whelford resident has also report similar type of cans being put in their hedge. It was agreed to put something in the next Parish Newsletter.

10. Planning, Policies and Licensing –

Auth	Ref	Location	Proposal	Decision
CDC	24/00506/FUL	4 Top Road, Kempford	Full application for variation of condition 2 (materials to match) of permission 23/03653/FUL	No comment
WCC & CDC	PL/2022/00193 24/00763/NEI	Blackburr Farm, Marston Meysey	Extraction and processing of mineral and restoration Neighbouring Authority Consultation	Clerk to draft response to be circulated by email
CDC	24/00519/FUL	Whelford Pools Fishery, Whelford	Full application for erection of 9 units of accommodation (C1 use) to be occupied in connection with Whelford Pools Fishery	Support, but note issue with lake flows & management of them
GCC	PROW	Coln Country Park	Proposed footpath dedication around Sailing Lake	Council agreed suggested amendments circulated by Clerk
CDC			Local Plan Update Consultation	Councillors to look at

11. Finance

1. Financial assistance request from Kempford Village Hall – Despite some very successful fundraising events recently, the funding has not been able to cover the high costs incurred on drainage and tree works, plus the cost of a new boiler. Council resolved to provide a donation of £2400 from the Village Halls ear-marked fund.
 2. The following bills were approved to be paid:-

002404	Kempford & Whelford PCC (Youth Club donation)	£250.00
002405	Kempford Primary School (Donation)	£600.00
002406	SSE (power supply Dunfield defib & Reevey sign)	£16.67 inc. VAT
002407	Busy Fingers Printing (Mar Newsletter)	£90.90
002408	Viking (Toner, ink, stamps, paper)	£143.24 inc. VAT
002409	Autospeedwatch Ltd (12 mths data connectivity SWB)	£148.00
002410	T Griffin (Wages, holiday & use of home)	£727.70
002411	HMRC (PAYE)	£134.22
- Receipts since last meeting

3. Finance Reports – The monthly Finance Report consisting of bills to be paid, receipts received, bank reconciliation and income/expenditure vs budget was received and agreed. As Income has been higher than originally estimated and over £25,000 the Clerk advised that an External Audit will be required this year.
 4. Christine Nugent reported that she had inspected the books and financial records yesterday. Everything is in order and the internal control check list was completed.
12. **Clerks Report** – Nothing to report
 13. **Correspondence** – Noted and all correspondence received via email has been circulated. Magazines and literature distributed.
 14. **Date of next meeting** – 16th April 2024 at Kempsford Village Hall
- Copies:- Mrs Nugent, Mr Green, Mrs Saunders, Mr Strange, Mr O’Connell, Mr Andrews, Mrs Watson CD.Cllrs, C.Cllrs.
Meeting ended at 10:20pm