

KEMPSFORD PARISH COUNCIL

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

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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.

Minutes from the Parish Council Meeting of Monday 17th March 2025

Present:

Mark Strange (Chair)
Stephen Andrews
Neil Green

Debbie Watson
John O'Connell
Karen Saunders

Christine Nugent
Teresa Griffin (Clerk)

1. **Apologies:** Dom Morris and Tristan Wilkinson.
2. **Minutes:** Minutes of the Meeting held on 17th February 2025 were approved.
3. **Disclosure of member's interests:** None
4. **Dispensation requests:** None
5. **Matters Arising:**
6. **Questions from members of the public:** None
7. **County Councillor's Report:** Dom Morris circulated the latest update from Gloucestershire Highways on the Hannington Road closure prior to the meeting –
'We are in the final stages of signing the land rental agreement with the landowner – the documents are with the respective solicitors to agree and then sign. The same is true about the easement agreement with the land owner and Wales & West Utilities.
All design work is complete and once the legal elements are signed then we can progress to actual work on site – this however is very dependent on ground conditions allowing work to begin on site and this is very much out of our control.
Once the respective documents are signed then I will provide an update on a works programme with some dates.'
Debbie Watson reported sending photos of all the cones and rubbish in the ditches to 'Fix my Street'.
8. **District Councillors Report:** - No report given, it is understood that Cllr Helene Mansilla has prepared an 8-page report on the Lakes by Yoo planning application, which has been shared with the applicant. There has been no sight of the report, or input from local Councils.
9. **Kempsford Parish Council:** -
 1. **Hazel View sports pitch and open spaces tenders –**
 - 2 quotations received to date. A third quote is expected this week.
 - Mark and Neil met with the headteacher and sports teacher at the school. They are happy to be involved and look forward to being able to use the facilities again.
 - The quotations need to be shared with the school and the volunteer members of the proposed Management Committee.
 - Mark to arrange an initial meeting of the committee.
 - Karen and Neil to compile some questions for Clerk to put to referees provided.
 2. **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	– No changes required
• Snow & Salt Risk Assessment	– No changes required

3. **To review Community Emergency Plan** – It was agreed to defer this until after the forthcoming meeting regarding flooding and other emergencies to be held with RAF Fairford and the quarry, plus the publication of new flood risk maps from the Environment Agency.
4. **To review Asset Register and Inspection Report** –
 - Clerk to check one of the generators is still held at The George and is in good order.
 - Other assets checked and in good condition.
 - The speed radar gun held by Kempsford Community Speed Watch group needs to be returned and checked. If not currently in use, it could be used by the Whelford group who have resumed sessions.
5. **Updates from meetings attended and working groups** –
 - Flood Meetings hosted by MP – Karen Saunders attended both the Cricklade and Cirencester meeting. Mark Strange, Debbie Watson and Stephen Andrews attended the Cirencester meeting. Karen reported that the Cricklade meeting was more focused on personal stories, whereas the Cirencester one was more focused on areas and local councils. Debbie reported that the meeting was good, but different to the previous meetings with Sir Geoffrey Clifton-Brown where agencies were present and could be tasked with specific queries. It will be interesting to see how this new approach of information gathering from the public and then meeting privately with agencies works.
 - Lake 104 – Stephen Andrews reported -
 - Pipegate is slowly getting resolved.
 - The developers were unhappy about being inspected by CDC Planning Enforcement.
 - Kempsford Village Hall – Karen Saunders reported –
 - February was a good month and they are expecting March to also be good due to the Beer Festival, Bingo and Café.
 - A TV box has been purchased.
 - The short mat bowls is popular and they will be looking for further equipment.
 - They will be starting to trade under their new Charity Number shortly with paperwork updated.
 - There are no health and safety issues at present and a gas check was carried out today. They will be moving to a Hive system for the heating.
 - Recent Bingo well attended and a family Café planned for the end of March.
 - There is some money left in an old pantomime fund and they are looking at ideas to use it for an event.
 - Other planned events – Barn Dance, Beer Festival, and the Fete to be held on the 27th September.
 - 2 raised beds in the Community Garden are to be rented.
 - The Chair is completing the Land Registry paperwork.
6. **Residents reports to Councillors** –
 - Debbie Watson reported that she has been in touch with Thames Water advising them that during the two recent events when Kempsford was without water, it is not practical for vulnerable residents to be expected to collect bottled water from near Swindon.

10. Planning, Policies and Licensing –

Ref.	Location	Proposal	Decision
25/00568/FUL	5 Popes Court Whelford	Full Application for Erection of single storey flat roof extension forming a snug and replacement windows	No comment
24/03332/FUL	The Lakes Bar and Kitchen Claydon Pike London Road Lechlade	Retention of tented structure accommodating a restaurant visitor centre and standalone dog wash structure and the erection of a single storey clubhouse building with associated kitchen, plant and storage and other infrastructure, including hard and soft landscaping and parking – To consider new information	New LBK design layout moves closer towards meeting S106 requirements. Concerns remain re. clubhouse. SA to draft further response

11. Finance

1. The following bills were approved to be paid: -

002484	GAPTC (annual subscription)	£312.80
002485	AutoSpeedWatch (SWB camera data renewal)	£214.80 inc. VAT
002486	T Griffin (wages, holiday & use of home)	£793.16

002487	HMRC (PAYE)	£2.37
002488	Busy Fingers Printing Ltd (Mar Newsletter)	£94.50
	Bank Charges	£5.53
	Receipts since last meeting	
	Bank Interest	£55.68

2. 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.
 3. Grant application from Kempford Table Tennis Club – Clerk to ask some further questions regarding Club contribution, storage and accounts.
12. **Clerks Report** – An email was received from the Open Spaces Society raising awareness of voluntary dedication of areas as commons and village greens under the Commons Act 2006. It was agreed this is something to be looked into further for the Hazel View community facilities once transferred, as a possible additional measure to the registration with Cotswold District Council. It was also agreed that joining the Open Spaces Society for an annual cost of £45 would be beneficial in respect of other footpath issues. Clerk to raise a cheque for the next meeting.
13. **Correspondence** – Noted and all correspondence received via email has been circulated.
14. **Date of next meeting** – Monday 21st April 2025, 7pm at Kempford 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 9.40pm

Appendix A

Kempford Parish Council - Attendance Report		12 months to: Mar-25
Name	Attendance	Attendance Percentage
Dom Morris (GCC)	6/12	50%
Helene Mansilla (CDC)	0/12	0%
Tristan Wilkinson (CDC) - elected Dec 23	5/12	42%
Mark Strange (KPC - Chair)	10/12	83%
John O’Connell (KPC - Vice Chair)	12/12	100%
Christine Nugent (KPC)	10/12	83%
Karen Saunders (KPC)	11/12	92%
Neil Green (KPC)	12/12	100%
Stephen Andrews (KPC)	12/12	100%
Debbie Watson (KPC) - Co-opted Nov 23	12/12	100%