

# 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 21<sup>st</sup> October 2024

Present:

Mark Strange (Chair)  
Stephen Andrews  
Neil Green

Karen Saunders  
Debbie Watson  
John O'Connell

Tristan Wilkinson (CDC)  
Teresa Griffin (Clerk)

Mark Strange opened the meeting by noting the sad news of Bob Nicholls passing. He will be sadly missed by the community.

1. **Apologies:** Christine Nugent and Dom Morris
2. **Minutes:** Minutes of the Meeting held on 16<sup>th</sup> September 2024 were approved.
3. **Disclosure of member's interests:** None
4. **Dispensation requests:** None
5. **Matters Arising:**  
Transferring to a .gov.uk domain – the current website hosting company has advised that this can be done for a cost of £30 + VAT per year. It was agreed that this should be postponed to next summer when generally things are quieter as it will involve transferring and redirecting emails.
6. **Questions from members of the public:** None present
7. **County Councillor's Report:** Not present
8. **District Councillors Report:** - Cllr Wilkinson reported –
  - A new disciplinary process for Councillors is being proposed, which will include Parish and Town Councillors. It has no additional sanctions but will enable complaints to be dealt with more quickly.
  - A new Interim Planning Enforcement Officer is in post and has an in-tray of 500 cases. I have raised all the recent concerns with Lakes by Yoo and the Lake 104 development and she has committed to looking at them. I will be meeting her again later this week.
  - At the last full council meeting, a report was produced on the various engagements with Thames Water. It has now been sent to Thames Water for them to formally respond. Councillors are frustrated at how powerless they are. An example of this is the proposed new houses at Hatherop Road, Fairford – when asked to comment Thames Water stated their network does have capacity, but their definition of the 'network' refers to the pipes and excludes the pumping station and sewerage works, and yet the station has been in the news for the amount of time it has been discharging in to the River Coln. Stephen Andrews advised that the Kempsford STP has recently been discharging for long periods on three separate days in to the Dudgrove Brook, which is unusual as it has previously been for the odd hour or two.
9. **Kempsford Parish Council**
  1. **Road marking request for High Street, Kempsford** – The section is within the current TRO for no parking. Any new TRO would cost £10,000 plus. It was agreed to discuss with our Local Highways Manager at our next meeting. Clerk to respond to resident advising them that implementation of the existing TRO is to be discussed with Highways and that any new TRO is costly and would not be supported.
  2. **Footpath proposals related to Manor Farm Quarry, priorities and timescales** – It was agreed that as we have put forward our desired outcome it should be up to GCC PROW Team to explain the best way of achieving this. A meeting with them in December would be useful to discuss this.
  3. **Persimmon Homes land transfer and street lighting** – Despite the street lighting being signed off by a previous GCC Officer, their new Street Lighting Officer has come up with a list of changes and works that are required before final sign off. One of the columns they wish to move is within the land to be transferred to the Parish Council and Persimmon have asked if it would be acceptable for it to remain and a concrete collar fitted. It was agreed this would be acceptable providing full responsibility and maintenance would remain with GCC through an easement. An email has been sent to our solicitor to deal with.  
The water supply and tap was discussed and it was agreed that we need to formally write to Persimmon

advising them that we do not wish to adopt the water supply as part of the transfer and will not be liable for any costs incurred in respect of it.

Debbie Watson asked if there will be any signage advising dogs are not allowed on the pitch. It was agreed that following the transfer all aspects of signage will need to be considered.

4. Grant Applications – Council was reminded that the maximum Section 137 limit for 2024/25 is £10.81 per electorate and there were 852 electorates at February 2024. The budget for this financial year is £1,500.
  - i. Youth Group – Application for contribution towards the hall rental cost. A donation of £500 was agreed.
  - ii. Kempsford & Whelford PCC – Tree works to closed churchyard and open graveyard – In principle, it was agreed to contribute towards this and that there is other budget headings and ear-marked funds to cover it. Only one quotation has been obtained to date, and it was agreed that in line with our financial regulations we request that 2 further quotations be obtained before a decision can be made.
  - iii. A donation to The Royal British Legion of £100 was agreed.

**5. Updates from meetings attended and working groups –**

- Fairford Water & Sewerage Working Group Meeting – Debbie Watson raised the damage to the verges now tankering has begun at Kempsford and that a more permanent solution for parking a tanker off the road needs to be considered.
- Lake 104 Meeting – Notes have been circulated. This is a new meeting with the owners rather than discussing issues with Lakes by Yoo who are only involved in the marketing side of the development.
- Lakes by Yoo monthly meeting – this was postponed but a design for the path along the Whelford Road section of the multi-user path proposal has been circulated.
- Kempsford Village Hall Committee – Minutes from the meeting have been circulated. Karen Saunders reported that the cleaner has resigned but 3 new people have expressed an interest in taking over. The Committee has asked if we could reduce the amount of items stored in the cupboard. After a separate meeting with the Clerk and the Village Hall Treasurer and Chair, it was proposed that the Parish Council have one side and the Village Hall the other. A roller door to secure the Parish Council side would need to be fitted and quotations for this will be obtained.
- Community Speed Watch – AutoSpeedWatch cameras at Whelford – The casing on the SWB camera has been replaced due to a fault arising in condensation, but the company installed it too high on the pole and it has not been detecting smaller vehicles. The Clerk will arrange for it to be lowered.
- Housing Needs Survey – The additional forms distributed have been posted to GRCC. It is expected the response rate will be significantly lower than the previous survey for the following reasons –
  - i. A blank envelope addressed to the Occupier was presumed to be junk mail and binned.
  - ii. The previous survey had a covering letter from the Chair, putting the request in a local context.
  - iii. The survey forms referred to ‘Kempsford’ and for Whelford, Dunfield and Dudgrove residents may have felt it not applicable.
  - iv. The way it was distributed - last time it was hand delivered and hand collected.

**6. Residents reports to Councillors –**

- Mark Strange reported receiving a letter requesting a shop. He replied, outlining the previous attempts and the reasons they may have failed.
- Waste collections in Kempsford – there has been a number of comments that since the change in collection day there has not been one day where all items have been collected.

**10. Planning, Policies and Licensing –**

Ref.	Location	Proposal	Decision
21/0098/CWS73M & 19/0059/CWMAJM	Manor Farm Quarry, Kempsford	Addendum to the Approved Field Drainage Network Maintenance Plan and amended Section 106 Planning Committee Mtg – 21 <sup>st</sup> Nov Planning Site Visit – 14 <sup>th</sup> Nov	It was agreed to meet again with the quarry. Register to speak at Committee Mtg, draft comments and attend site visit

**11. Finance**

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

002452	SLCC (training module Power of Competence)	£30.00
002453	GPFA (membership renewal)	£50.00
002454	Viking Direct (stationery)	£71.90 inc. VAT
002455	M Dyball t/a Willow Gardening (Kempsford Grass)	£576.00 inc. VAT
002456	J&T Chesterman (Whelford grass cutting Aug/Sept)	£210.00
002457	T Griffin (Wages & use of home)	£768.15
002458	T Griffin (Exp's – postage & SSE)	£5.19 inc. VAT

Receipts since last meeting

Bank Interest	£60.21
CDC – Precept (2 <sup>nd</sup> instalment)	£6,410.00
CDC – CIL payment	£581.70

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. A CIL payment of £581.70 has been received and will be reserved until we have a better understanding of what developments may happen locally.
4. Karen Saunders reported that she had inspected the books and financial records on the 30<sup>th</sup> September 2024. 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** – Monday 18<sup>th</sup> November 2024, 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 9.35pm

Appendix A

Kempsford Parish Council - Attendance Report		12 months to: Oct-24
Name	Attendance	Attendance Percentage
Dom Morris (GCC)	5/12	42%
Helene Mansilla (CDC)	0/12	0%
Tristan Wilkinson (CDC) - elected Dec 23	4/11	36%
Mark Strange (KPC - Chair)	10/12	83%
John O'Connell (KPC - Vice Chair)	12/12	100%
Christine Nugent (KPC)	8/12	67%
Karen Saunders (KPC)	12/12	100%
Neil Green (KPC)	12/12	100%
Stephen Andrews (KPC)	12/12	100%
Debbie Watson (KPC) - Co-opted Nov 23	12/12	100%