

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.

DRAFT

Minutes from the Annual Council Meeting held Tuesday 17th May 2022 at Kempsford Village Hall

Present: Mark Strange (Chair), Tony Williams, John O'Connell, Neil Green, Karen Saunders, Phil Nickson, CDC Cllr Stephen Andrews, CDC Cllr Steve Trotter and Teresa Griffin (Clerk),

1. Election of Chairman

Proposed by Tony Williams and seconded by Phil Nickson, Mark Strange was elected to serve as Chairman until the annual meeting 2023. Chairman's declaration of acceptance duly signed.

2. Election of Vice-chairman

Proposed by Mark Strange and seconded by Phil Nickson, Tony Williams was elected to serve as Vice-chairman until the annual meeting 2023. Vice-chairman's declaration of acceptance duly signed.

3. Declaration of Acceptance of Office

Declarations of Acceptance of Office duly signed by all councillors present.

4. Apologies: Christine Nugent

5. Minutes: The minutes of the last meeting held, on Tuesday 19th April 2022 were approved and signed by the Chair.

6. Matters Arising: None

7. Disclosure of member's interests: No Interests declared.

8. Dispensation requests: None

9. Questions from members of the public: None present.

10. Report from County Councillor – Cllr Dom Morris was not present. Stephen Andrews informed the meeting of the GCC announcement today of the Community Speed Watch Fund.

11. District Councillors Report:

Stephen Andrews and Steve Trotter reported on -

- The Agenda for the next Council Meeting on the 25th May will include the following –
 - Recovery Investment Strategy
 - Capital Investment in Council's Leisure Facilities
 - Renewal/retendering of Leisure and Culture support
 - Legal Services Review
 - Corporate Plan Refresh
 - Constitution Procedure Rules changes
 - Independent Remuneration Panel
 - Community Governance Review
- The Cabinet Meeting of 9th May 2022 discussed the following –
 - Nature Recovery Plans for Cotswold Water Park and Cotswold National Landscape
 - Corporate Plan Refresh
 - Discretionary Funding Policy – Energy Council Tax Rebate 2022. Phase 1 is substantially complete, 18,758 paid totalling £2,813,700. Those not paying by Direct Debit are being followed up. Phase 2 is now live, covering the Discretionary scheme which is for householders not in the Government's eligible bands but receive existing benefits.
 - Discretionary Rate Relief in excess of £10,000
 - Cabinet/Scrutiny Protocol
 - Renewal/retendering of Leisure and Culture support
 - Housing Property Acquisition
- Cotswold Can Open Day at Inglesham on 23rd July.
- Footpaths

- Multi-user Path – The next stage of the Sustrans Study will include talking to landowners and looking at costings. We are keen to put the package together so it can be included in the GCC Sustainable Transport Plan currently being worked upon.
The next stage will cost £18,000 and funding of £15,000 has been committed to date from Fairford and Lechlade Town Councils, and Lakes by Yoo.
Parish Councillors discussed contributing further but it was agreed that the majority of the project is outside of our Parish, and with a significantly lower precept than Fairford and Lechlade it would not be willing to contribute any more at this stage. The southern route proposal, which would be more beneficial to our Parish, is more likely to be delivered regardless of the Sustrans Study given the desire by Lakes by Yoo.
 - A Lake 103/104 Meeting was held earlier today. Alternative route options were discussed for the Whelford Road section and connection to Dudgrove Lane.
 - Gloucestershire Health Overview Scrutiny Committee
 - General Practice update – The number of GP’s is down by about a half.
 - Fit for the Future 2
 - Urgent and Emergency Care – the next meeting will be attended by South West Ambulance
 - Planning and Enforcement
 - The Planning Department is no longer offering the service of informal advice
 - 3.5 Senior Planners have been lost
 - Enforcement cases are expected to be delayed further due to shortage of staff
12. **Review of Standing Orders** – NALC have recently updated Model Standing Order 18 (financial controls and procurement) to bring it into line with the procurement position post-Brexit and the recently reissued Legal Topic Note 87, which contains the current procurement threshold figures. They have also simplified the model standing order and taken our reference to the EU. An updated version of Model Standing Orders will be available later this year. It was agreed to note this change and wait until the new Model Standing Orders is published before adopting.
13. **Review of Financial Regulations**) - These were reviewed and it was agreed no changes necessary.
14. **Review of Banking and Investment arrangements** – Council agreed the current banking arrangements with Lloyds Bank are satisfactory and funds held are less than the FSCS protection limit of £85,000. All councillors are set up as account signatories with 2 signatories required for cheque payments. There is no requirement to use on-line banking other than for viewing statements and transferring funds between the current and business call account. No petty cash is held. Sufficient fidelity cover provided through insurance policy.
15. **General Power of Competence** – Council considered its eligibility to adopt this power. As the Clerk qualified in 2010, before the power was introduced, there is uncertainty as to whether this meets the criteria. GAPTC have been unable to confirm. It was agreed that currently there is no need for the power and that it should be reviewed annually.
16. **Complaints Procedure, Code of Conduct and Publication Scheme** – Council reviewed all three documents and procedures, and agreed no changes required.
17. **Review of inventory of assets** – Council reviewed the asset register. It was agreed that the generators should be checked to ensure they start and serviced if required. The generator held at The George, Kempsford to be relocated to the old Cricket Hut.
18. **Insurance Cover** – It was agreed to renew the policy with Zurich Municipal for an annual cost of £326.89 compared to £324.80 last year. The Policy is due for renewal on the 1st June 2022. New quotes will be required when the transfer of land and community facilities at Hazel View takes place.
19. **GDPR Policies, procedures and practices** – All reviewed with no changes necessary.
20. **Appointment of members/representative for committees and outside bodies:**
- Weymouth Trust Mark Strange
 - School Governors John O’Connell has expressed an interest and will find out more.
 - Village Hall Committee Karen Saunders

- Cotswold Canal Trust Mark Strange & Neil Green
- Quarries All
- Highways & Footpaths All
- RAF Fairford All
- Planning All
- Upper Thames Valley Group Tony Williams & Mark Strange

21. Renewal of Subscriptions

It was agreed to continue with all existing subscriptions.

22. Propose plans for 2022/23 –

- Complete transfer of Land and community facilities at Hazel View
- Community Speed Watch Group and acquisition of ANPR cameras.
- Update Parish Plan/creation of Neighbourhood Development Plan
- Flood Resilience

23. Planning –

Ref.	Location	Development	Decision
22/01272/FUL	Land parcel opposite Huntsman’s Causeway, Coln Waters	Full application for erection of grounds maintenance and storage facilities, associated access, security fencing and landscaping	Request condition for all traffic to access from LBY development site and not Dudgrove Lane
22/01466/CLEUD	Land Parcel know as Pudding and Barn Ground, Dunfield	Permission for use of agricultural land as temporary campsite for a period of 8 days during the Royal International Air Tattoo	No comment

Note - A further application has been submitted by Coln Park for Communal Building, Gate House, Laundry Building and Cycle Depot. Stephen Andrews to forward details.

24. Kempford Parish Council

• **Update from meetings attended**

- Lake 104 Meeting covered in District Councillors report above.
- Hazel View Land Transfer – following the recent approval of the Section 38, 251 and 278 Agreement it was forwarded to our Solicitor for comments. He provided comments and questions which were discussed by Councillors. The Agreement determines a number of works to be completed prior to the final certificate issue. The Clerk has contacted Persimmon to enquire when the works are expected to be completed and the certificate will be issued.
- Kempford Village Hall AGM – Mark Strange and Karen Saunders attended. The Booking Secretary has stepped down and will be replaced by Luke Fry. The Chair and Treasurer will continue for the forthcoming year, and they recognise the need for new members. A wedding was held recently and it is hoped that photographs of the event may be used for future publicity. There is concern that an attempted break-in had occurred as the front door appears to have been forced and is now difficult to unlock.
- RIAT Briefing – No major changes other than they will return to using the cycleway/footpath in Whelford with new barriers being put in place.
- Neighbouring Upper Thames Valley Parishes – Mark Strange and Tony Williams met with Andy Payne from Marston Meysey. He has decided to stand down as Chair and the Clerk is moving away. Mark and Tony will be attending the next Castle Eaton Parish Council Meeting to introduce themselves to the new team of councillors recently elected.
- Weymouth Trust – Mark Strange was unable to attend the recent meeting but has learnt that the role number is continuing to drop and is currently around 60 pupils.
- Karen Saunders and the Clerk attended the Auto Speed Watch Webinar and Karen has emailed to express our interest in the scheme.

• **Residents reports to councillors:**

- Following a complaint to Cullimore’s of speeding lorries by a resident, they have replied positively and are in discussion with their Tracker Company to see if the village can be geo-fenced so all speeding vehicles will be reported directly to the office.
- Grass cutting – request for the Middle Farm path and verge by the Cemetery to be cut – Clerk to contact contractors.

25. Finance

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

Chq No. 002245	J&T Chesterman (Whelford grass April)	£195.00
Chq No. 002246	TEEC Ltd (website planning tracker)	£ 28.80 inc. VAT
Chq No. 002247	T Griffin (Adobe subscription/paper)	£162.88 inc. VAT
Chq No. 002248	Cotswold District Council (newsletter printing)	£ 99.20
Chq No. 002249	Village Hall Kempford (hall rental 2022/23)	£325.00 inc. VAT
Chq No. 002250	T Griffin (wages & use of home)	£429.78
Chq No. 002251	HMRC (PAYE)	£ 49.40

Receipts since last meeting:-

CDC Precept (first instalment)	£17,475.00
Bank interest	£ .42

2. The Finance Report and Bank Reconciliation were circulated and agreed.

3. The Lloyds Bank Variation request form to add Neil Green as a bank signatory was signed by Mark Strange and Tony Williams.

26. Clerks Report –

- The Parish Newsletter copy deadline date has been brought forward to Saturday 21st May as CDC Printers are closed for 2 weeks. Regular contributors have been informed.
- It was agreed to distribute additional RIAT stickers from Kempford Village Hall Car Park on Tuesday 28th June between 7 – 8pm.

27. Correspondence

- Publications and correspondence circulated to Councillors.

28. **Date of Next Meeting** – 21st June 2022, 7.45pm at Kempford Village Hall

Meeting ended at 9.40pm

Copies:- Mr Strange, Mr Williams, Mrs Nugent, Mr Nickson, Mrs Saunders, Mr O'Connell, Mr Green, CD.Cllrs, C.Cllr.