

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 11th May 2021 at Kempsford Village Hall

Present: Mark Strange (Chair), Tony Williams, Jerry Stokes, Christine Nugent, Karen Saunders, Phil Nickson, John O'Connell, CDC Cllr Stephen Andrews, GC Cllr Dom Morris and Teresa Griffin (Clerk),

1. Election of Chairman

Proposed by Tony Williams and seconded by Jerry Stokes, Mark Strange was elected to serve as Chairman until the annual meeting 2022. Chairman's declaration of acceptance duly signed.

2. Election of Vice-chairman

Proposed by Mark Strange and seconded by Christine Nugent, Tony Williams was elected to serve as Vice-chairman until the annual meeting 2022. Vice-chairman's declaration of acceptance duly signed.

3. Declaration of Acceptance of Office

Declarations of Acceptance of Office duly signed by all councillors.

4. Apologies: Steve Trotter.

5. Minutes: The minutes of the last meeting held, on Tuesday 20th April 2021 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 reported –

- I am delighted to have been elected as your county councillor. As part of our manifesto, more money is proposed for roads, jobs, infrastructure and schools.
- My priorities are –
 - Roads and potholes
 - Floods and sewerage
 - Rural crime
 - Gravel extraction – Tony Williams advised on the cross-boundary issues with gravel extraction along the C124 and the informal group set up by surrounding Parishes. Stephen Andrews advised that there is a statutory regulation for a community environmental impact assessment that gives force of law for a formal group but does require one organisation to become lead. Dom Morris suggested hosting an initial cross-border meeting in June/July, the outcome of which could be to commission an environmental assessment. Tony Williams to put the proposal to other parishes.
- Mark Strange raised the outstanding issue concerning the handover of community facilities at Hazel View which it is understood to be as a result of delays with Persimmon and GCC. Phil Nickson to email full information to Dom.

11. District Councillors Report:

Stephen Andrews reported -

- The Annual Council Meeting will be held on the 26th May 2021 and things have gone quiet.
- It would appear further changes to the scheme of delegation, over and above the panel that acts as a filter, is proposed. There is a backlog of validating planning applications and complaints are being received about delays of 5-8 weeks over the decision point. The planning department is 4 people short. The administration is trying to change the way things work and scheme of delegation so it doesn't involve councillors as much and decisions will be made on a more technical basis. This could

result in less opportunity for Parish Councils to comment and object to things. Dom Morris commented that some parishes feel there is a loss of democratic accountability.

- There is a Cotswold Water Park Stakeholder meeting on Monday 17th May at 12pm.

12. **Review of Standing Orders** – These were reviewed with no changes necessary.
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. 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. Stephen Andrews advised that there have been some changes at CDC for Code of Conduct and asked if any training has been offered? The Clerk had not received anything. Stephen will find out more.
17. **Review of inventory of assets** – Council reviewed the asset register which has been updated following the closure and disposal of the old play equipment at Kempsford Village Hall. A copy of the updated register was provided for insurance quotes.
18. **Insurance Cover** – Quotes have been obtained from Came & Co and Zurich Municipal. After reviewing, it was agreed to renew the existing policy with Zurich Municipal for an annual cost of £324.80. The Policy is due for renewal on the 1st June 2021.
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 No specific representative. Request copies of meeting minutes and a councillor to attend if required.
 - Village Hall Committee Karen Saunders
 - Cotswold Canal Trust Mark Strange & Tony Williams
 - Quarries All
 - Highways Jerry Stokes
 - RAF Fairford All
 - Cotswold Water Park All
 - Footpaths All
 - Planning All
 - Parish Plan All
 - Cross-County Partnership Tony Williams & Mark Strange
 - Police Neighbourhood Co-ordination Jerry Stokes & Mark Strange
21. **Renewal of Subscriptions**

The list has been updated to include Zoom, Adobe and Norton. It was agreed to continue with all existing subscriptions.
22. **Propose plans for 2021/22** –
 - Tony Williams suggested that when lockdown ends we may wish to call an extra-ordinary Parish Meeting to hear people face to face, given the length of time since parishioners have been able to do this. It was agreed to hold a meeting in September if the Covid situation allows. This meeting could be used to gather interest in renewing the Parish Plan or undertake a NDP.
23. **Planning** –

Ref.	Location	Development	Decision
21/01455/FUL	Allotment Gardens, Top Road, Kempford	Full application for proposed agricultural building	No comment
21/01250/FUL	Sintra, High Street, Kempford	Full application for insertion of dormer window to front first floor side extension and two storey rear extension and rendering of property	No comment
21/01741/FUL	Forest House, Dunfield	Full application for proposed demolition of UPVC conservatory and erection of two storey extension with minor alterations to elevations	No comment

Note. Two applications for Coln Park had been forwarded from Stephen Andrews today. One, for updated information on Plot W21 - No comment. The other application is for a multi-purpose court which is outside of our Parish and no impact – it was agreed no comment necessary.

24. Kempford Parish Council

- Dog waste bin requests – It was agreed to request bins at Reevey and Washpool Lane junction. The previous request for a bin on the Dunfield triangle is still outstanding. Clerk to contact CDC and ask about stickers for existing bins.
- John O’Connell has been researching flood bags to replace the previous remaining stock which due to date no longer inflate fully. Further research will be done through looking at the Gloucestershire Resilience Group website and residents should be encouraged to obtain their own stock. It would also be useful to produce a map of the most vulnerable areas.
- **Update from meetings attended**
 - Mark Strange reported that the next Village Hall meeting is tomorrow. Joy Cross will be retiring as Secretary. A further grant of £8,000 has been received which hopefully will ensure a good financial position until booking rental returns.
- **Residents reports to councillors:** None

25. Finance

1. *The following bills paid between meetings were approved:-*

Chq No. 002156	J&T Chesterman (April grass Whelford)	£120.00
Chq No. 002157	Westlea Landscaping (April grass & extras)	£201.60

The following bills were approved to be paid: -

Chq No. 002158	T Griffin Exp’s (Zoom, Adobe & Norton)	£306.24 inc. VAT
Chq No. 002159	T Griffin (wages & use of home)	£457.06
Chq No. 002160	HM Revenue & Customs (PAYE)	£ 56.20

Receipts since last meeting:-

CDC Precept (first instalment)	£18,210.00
HMRC VAT Repayment 2020/21	£256.35
2. The Finance Report and Bank Reconciliation were circulated and agreed.
3. The Independent Auditor’s Report has not yet been received – deferred until June meeting.

26. Clerks Report –

- The cycleway was swept yesterday morning.

27. Correspondence

- Publications and correspondence circulated to Councillors.

Meeting ended at 9.15pm

Copies:- Mrs Nugent, Mr Stokes, Ms Ward, Mr Williams, Mr Nickson, Mr Strange, CD.Cllrs, C.Cllrs.