

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 Annual Council Meeting held Tuesday 19th May 2020 remotely via Zoom video conferencing software

Present: Tony Williams (Chair), Jerry Stokes, Christine Nugent, Mark Strange, Phil Nickson, Alison Ward, CDC Cllr Stephen Andrews, GC Clr Ray Theodoulou and Teresa Griffin (Clerk),

1. Election of Chairman

Proposed by Jerry Stokes and seconded by Mark Strange, Tony Williams was elected to serve as Chairman until the annual meeting 2021. Chairman's declaration of acceptance to be signed.

2. Election of Vice-chairman

Proposed by Christine Nugent and seconded by Alison Ward, Jerry Stokes was elected to serve as Vice-chairman until the annual meeting 2021. Vice-chairman's declaration of acceptance to be signed.

3. Declaration of Acceptance of Office

Declarations of Acceptance of Office by all councillors present will be delivered for signature.

4. Apologies: None.

5. Minutes: The minutes of the last meeting held, on Tuesday 21st April 2020 were approved to be 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 Ray Theodoulou reported –

- The County Council is setting up groups in each department to plan for the end of lockdown and the challenges that presents.
- The Council is experiencing a large increase in taking adults in to care homes.
- The children's department is under great stress as social workers are unable to inspect/visit children in their homes.
- All the committee meetings are not taking place except the planning committee which took place last week during remote software. Members of the public were able to participate.
- The budget is going to be severally overdrawn due to the challenges of the virus and along with other authorities we will be looking to the government for more money. We have already received £37 million from the government, which has not been enough, and I am not sure what this means for the rates next year. CDC is experiencing the same difficulties due to lack of revenue from car parks and leisure centres.
- The Cotswold Water Park are having a change of management and trying to raise money for a substantial development. Alison Ward requested further information on this.

11. District Councillors Report:

Stephen Andrews reported -

- Committee meetings at CDC are beginning to start up, including planning which is holding a practice virtual meeting tomorrow. The next scheduled proper meeting is due to be held the second Wednesday in June and in would appear that Parish Council involvement will require speeches/comments being submitted 2 days prior to the meeting. I have queried some potential technical difficulties involving public participation and late papers, and these are being debated to ensure it is fair.
- The first virtual Overview and Scrutiny Meeting will be held on the 28th May 2020.
- The Annual Council Meeting will be on the 6th June 2020 at which a number of constitutional changes are likely to be proposed.

- Things have settled down in respect of helping people cope with the virus situation and both Gloucestershire and CDC Hubs are no longer operational over weekends.
12. **Review of Standing Orders** – These were reviewed with no changes necessary. It was noted that Standing Orders were not required to be amended for the change in Government Legislation to allow virtual meetings.
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.
17. **Review of inventory of assets** – Council reviewed the current asset register and it was agreed to check all equipment in good working order. As suggested last year, grant contributions from funders have been included alongside specific assets.
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 £455.41. The Policy is due for renewal on the 1st June 2020.
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 Mark Strange and Christine Nugent
 - Cotswold Canal Trust Mark Strange & Jerry Stokes
 - Tree Warden Alison Ward
 - Quarries All
 - Highways Jerry Stokes
 - RAF Fairford Tony Williams, Christine Nugent & Jerry Stokes
 - Cotswold Water Park Alison Ward
 - Footpaths All
 - Planning All
 - Parish Plan All
 - Youth Group Request information and meeting minutes to be kept in loop.
 - Police Neighbourhood Co-ordination Jerry Stokes & Mark Strange
 - Cross-County Partnership Tony Williams & Mark Strange
21. **Renewal of Subscriptions**
It was agreed to continue with all existing subscriptions.
22. **Propose plans for 2020/21** –
- It was agreed to defer until council can meet properly, except -
 - To work on the idea of producing a Welcoming Brochure.
 - To update website to comply with new Accessibility Regulations coming in to force on the 23rd September 2020.
23. **Planning** –

Ref.	Location	Development	Decision
20/01456/FUL	Coln Waters	Full application for erection of nine hotel room	No comment

	Leisure De-velopment	Pods associated with the previously permitted hotel and leisure development	
20/01457/FUL	Orchard Spa, Coln Park	Full application for erection of two extensions at northern and eastern elevations to existing private spa building	No comment
20/01388/REM	Marley Lake, Coln Park	Approval of Reserved Matters pursuant to outline permission 16/01818/OUT, to revise details of the siting & design of remaining apartments and hotel rooms, infrastructure hub, associated roads, car parking, access paths, ancillary structures & landscaping	The draft response circulated objecting to removal of tree/hedge boundary was agreed.
20/01379/FUL	Coln Park	Change of unit type at plot w.15	No comment

24. Kempford Parish Council

- Resignation of Councillor Sue Griffin – Vacancy notice to be put on website and in Parish Newsletter. It was agreed to purchase Sue an apple tree to thank her for her many years of service.
- Provision of allotments – Tony Williams has contacted a couple of landowners to ask if they have any available land that could be used for allotments. He met with Bruce Arkell to discuss a possible area of reclaimed land from the quarry. The plot would probably only accommodate 2 allotments and there may be problems as it is not fenced and close to the public footpath. It was agreed to find out what interest there would be in it.
- Highways issues – A very productive meeting was held today with the new Highways Area Manager Shaun Morris and Claudia Teixeira. Issues discussed included –
 1. Road/drainage outside the Parsonage
 2. Drainage outside Lorien, High Street, Kempford
 3. Drainage outside Broadway House
 4. Junction re-alignment and improved signage at Top Road Corner
 5. Horcott Road in Whelford
- **Update from meetings attended**
 - Mark Strange participated in the recent virtual Village Hall Committee Meeting. The new Treasurer has been voted in. A grant has been received from the fund donated by Lakes by Yoo to cover 3 months. It is not known if they can reapply. Stephen Andrews advised that it depends on how things unlock.
- **Residents reports to councillors:**
 - It has been reported that people are exercising dogs on the sports pitch at Hazel View. It was agreed to put a reminder in the Parish Newsletter stating ‘No dogs allowed’ and to purchase some signs.
 - Andy Lee had observed Glos. Highways looking at the Top Road corner and emailed to say that Bigger Longer Chevrons are needed together with 2-3 Separate Red Painted areas with big 30 written on then on the roads. Traffic is really speeding through the village at present.

25. Finance

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

Chq No. 002082	J&T Chesterman (grass cutting April)	£520.00
Chq No. 002083	T Griffin (Adobe subs.)	£156.89 (inc.VAT)
Chq No. 002084	T Griffin (wages & use of home)	£430.05
Chq No. 002085	HM Revenue & Customs (PAYE)	£ 50.60
2. The Finance Report and Bank Reconciliation were circulated and agreed.
3. The Independent Auditor’s Report was reviewed with no matters arising. Recommendations noted.
4. Council resolved to approve the Annual Governance Statement for the financial year ending 31st March 2020. Hard copy to be circulated for signature by the Chairman and Clerk.
5. Council resolved to approve the accounts for the year ending 31st March 2020 and Accounting Statements, including the list of ear-marked reserves. Hard copy to be signed by the Chairman.

26. Clerks Report – nothing to report.

27. Correspondence

- Publications and correspondence circulated to Councillors.

Meeting ended at 8.50pm

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