LOCAL COUNCIL AWARD SCHEME FOUNDATION

Kemble & Ewen Parish Council

Minutes of the Meeting of the Parish Council on Friday 11 October 2019 at 7.30pm in Kemble Village Hall

Sarah Broadley, Parish Clerk Email: kpcclerk@kemble.co.uk Tel: 01285 770758

Present:
Parish Councillors: Roger Pettit, Michael Binks, Carol Dougill, Lester Napper & Sohrab Sorabjee
District Councillor: Tony Berry
Members of the Public: x2

19. 125. Resident Contributions
Windmill Road: Resurfacing has enhanced the approach to the village but parking on Pheasant Hill is still an issue. Signage for access to Thames Path from the station is poor.

19. 126. Report from District Councillor Tony Berry
District Council Meeting: Cllr Berry provided an update from the recent District council meeting including the following: Wagon & Horses will become residential, recycling changes are delayed to March 2020, funding has been agreed for Climate Change emergency.
Kemble & Ewen NDP: CDC have provided feedback on the plan
GWR: New timetable has been announced

19. 127. Apologies for Absence – Cllr George Collins, Cllr David Ball, Cllr Eric Silk & Mr Daniel Demain

19. 128. Declarations of interest – Item 19.146: Cllr Napper – DPI - Item is report only with no decision to be made so no action required.

19. 129. Minutes of the meeting of the Parish Council held on 13 September 2019 – The minutes were approved and signed as an accurate record. This was proposed, seconded and all councillors voted to agree and the **matter was resolved**.

19. 130. Minutes of the extraordinary meeting of the Parish Council held on 13 September 2019 – The minutes were approved and signed as an accurate record. This was proposed, seconded and all councillors voted to agree and the **matter was resolved**.

19. 131. Amendment to standing orders – It was proposed to **amendment to standing orders to allow secret voting in the case of co-option.** This was seconded and all councillors voted to agree and the **matter was resolved**.

19. 132. To meet candidates standing for co-option and agree next steps. Mr Ron Collard provided details of why he would like to become a councillor. As Mr Demain was unable to attend it was proposed to adjourn the voting and decision to the next meeting. This was seconded and all councillors voted to agree and the **matter was resolved**.

19. 133. Matters arising from previous meetings:
a) Sports Grant for changing rooms on the football field (RP) – nothing to report
b) Land at Windmill Road & Clayfurlong Grove (RP) – nothing to report
c) Road crossing & footpath extension into railway station car park (RP) – nothing to report
d) Village Archive Display at Kemble Station (RP) – nothing to report
e) Tree Audit (DB) – this has been completed and submitted to GCC. Thanks to DB for his work.

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f) Resident Parking Scheme (RP) - awaiting outcome of meeting between consultant and GCC (delayed due to illness/leave). GCC currently preparing legal documents ahead of public consultation

19. 134. To review requirements for 2020/21 Business Plan – further items for inclusion are: works identified on the asset inspection report, pedestrian crossing for new station car park

19. 135. To review and agree regarding West Lane Footway – Item adjourned to next meeting

19. 136. To receive asset inspection report and agree any actions required – It was proposed to accept the asset inspection report and include required works within the 2020/21 business plan with a budget of up to £2500 for completion. Thanks were passed to Everitt Austin for his work to keep the war memorial tidy. This was seconded, all remaining councillors voted to agree, and the **matter was resolved**.

19. 137. To receive the external audit report and agree any actions required – The report was received. No actions are required.

19. 138. To review deeds and agree actions required regarding potential breach of covenant at 3 West Hay Grove – It was proposed to write to Bovis Homes Ltd to advise them of the potential breach as they are the benefactor of the covenant. This was seconded, all remaining councillors agreed, and the **matter was resolved**.

19. 139. To agree to creating wildflower verges within the village – It was proposed to add four dedicated beds at the entrances to the village with associated spend of £200 to include clearing swathes and providing seed. This was seconded, all remaining councillors agreed and the **matter was resolved**.

19. 140. To receive quotes for playground inspections and agree supplier for next 12 months – It was proposed to accept the quote from Greenfields to carry out 4 quarterly inspections at £79 +VAT each. This was seconded, all remaining councillors agreed, and the **matter was resolved**.

19. 141. To agree actions required to facilitate a support system within the villages – It was proposed to raise awareness within the villages and seek volunteers for a 'Kemble Cares' initiative. This was seconded, all remaining councillors agreed, and the **matter was resolved**

19. 142. To review Jackaments/Station connection cycle/footpath – It was proposed that KEPC support the initiative by Tetbury Rail Lands Regeneration Trust to create a temporary multi-user path. This was seconded, all remaining councillors agreed, and the **matter was resolved**

19. 143. To approve the following spend:

a) Retrospective approval for leaflet printing (£20) and delivery (£50) for notification of NDP consultation
b) Retrospective approval for emergency repair to Zip Wire - £375
c) Retrospective approval for emergency purchase of lock for playing field gate - ££35.75 plus VAT
d) Approval for payment of £1050 + VAT to Kirkwells for completion of Stage 2 of NDP7
e) Approval for payment of external audit fee of £200 + VAT
f) Replace quiet Lane sign on Washpool Lane - £300 in Oak or £210 in soft wood
g) Cut back of trees at Ewen near bus stop

It was proposed to approve all the above spend including the oak post on Washpool lane. No spend is required for the trees in Ewen. This was seconded, all remaining councillors agreed and the **matter was resolved**

19. 144. To decide response to New Planning Applications:

a) 19/03109/FUL | Erection of outbuilding (Retrospective) | Davis Lodge Kemble – no objection
b) 19/03436/FUL | Single storey extension and resited parking area | 182 Windmill Road Kemble - no objection.
c) 9/03623/TCONR | Self-seeded Cherry Tree - fell | The Smithy Limes Road Kemble – no comment

19. 145. Financial Matters

a) **To review and approve Bank Reconciliation: October 2, 2019** – It was proposed to agree and accept the bank reconciliation. This was seconded, all remaining, councillors agreed and the **matter was resolved.**
b) **To review and approve payments September 14 to October 11, 2019 and sign**

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cheques. It was proposed the council approve payments as per the payment schedule. This was seconded, all remaining, councillors agreed and the **matter was resolved**.

19. 146. Councillor Reports/Items to Note

a) Highways – Resurfacing of Windmill Road has been well received
b) Police crime report/Neighbourhood Watch – no report available due to leave. Concern about lack of report.
c) Village Appearance – Verges between Kemble & Ewen are quite overgrown.
Action: CD to contact Farm to see when they will be cut.
d) Neighbourhood Development Plan – nothing to report
e) Playground Inspections – see item 19.140
f) Road Safety – nothing to report.
g) Youth facilities/plans – nothing to report.
h) Kemble Community Gardens – fence between KCG and development site is complete. The site has suffered vandalism of the gates costing £190. The police have been informed. Dog fouling is an ongoing issue at the site.
i) Kemble Airfield – nothing to report
j) Cirencester Light Railway – nothing to report
k) Planning items noted as per agenda.

19. 147. Items for Future Agenda

a) Planning Committee meeting required for new application consultations

Meeting Finished at 22.30

Chairman Signature: _____ Date: _____

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KEMBLE & EWEN PARISH COUNCIL

Bank Reconciliation: Oct 2, 2019

Receipts Sept 3 - October 2, 2019

Date	From whom received	Particulars	Amount
05/09/2019	NS&I	Interest	6.84
02/10/2019	Santander	Interest	1.18
26/09/2019	CDC	Precept Balance	5891.00

CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/19	£29,011.69
Receipts	£27,569.02
Payments	£18,467.76
New Cash Book balance	**£38,112.95**

RECONCILIATION TO BANK ACCOUNTS

Bank a/c balances:	
Santander Savings Account 41987930	£4,098.41
Santander Business Account 41987928	£35,204.54
SUB TOTAL	**£39,302.95**
Adjustments	
Income not yet banked	£0.00
Unpresented cheques	£1,190.00
Other	£0.00
Cash Book balance	**£38,112.95**

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KEMBLE & EWEN PARISH COUNCIL

Payment Schedule:

Payments–September 14, 2019 – October 11, 2019

Cheque No.	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Power to spend	Budget
102493	16/09/2019	Keith Harrison	Reimbursement for Lock & Chain for Playing field gate	35.75	7.15	42.90	Open Spaces Act 1906 s.10	Playing Field - Contained
120494	09/09/2019	Martin Kingston	Reimbursement for NDP flyer printing	20.00	0.00	20.00	Localism Act 2011, s9	Neighbourhood Plan – Contained
102495	13/09/3019	PKF Littlejohn LLP	External Audit Fee	200.00	40.00	240.00	LGA 1972 s.111	Admin - Contained
102496	12/09/2019	Greenfields Garden Service Ltd	Zip Wire Repair	375.00	75.00	450.00	LG(MP)A 1976 s.19	Playing Field - Contained
102497	11/09/2019	Kirkwells Ltd	NDP Stage 2	1050.00	210.00	1260.00	Localism Act 2011, s9	Neighbourhood Plan – Contained by Grant
102498	05/10/2019	Mrs S Broadley	Salary & expenses for September 2019	475.81	0.00	475.81	LGA1972 s.112 (2) LG(FP)A 1963 s.5	Employee - Contained
102499	11/10/2019	Kemble Village Hall	Telephone number and forwarding June – Aug 2019	61.17	0.00	61.17	LGA 1972 s.111	Admin - Contained

Chairman Signature: _____ Date: _____

2nd Cheque Signatory: _____ Date: _____