



Kemble & Ewen Parish Council

Minutes of the Meeting of the Parish Council on Friday 17 April 2020 at 7.30pm via Zoom

Sarah Broadley, Parish Clerk

Email: kpcclerk@kemble.co.uk

Tel: 01285 770758

Present:

Parish Councillors: Roger Pettit, Michael Binks, Daniel Demain, George Collins, David Ball, Eric Silk & Sohrab Sorabjee

District Councillor: Tony Berry

Members of the Public: none

19. 241. Public Contributions – None

19. 242. Report from District Councillor Tony Berry

Recycling: Green waste suspended. Ubico having difficulties as lorries are filling up – will return to collect food waste if not collected on the day.

Kemble Community Garden: CDC have contacted KCG regarding environmental test base for moving of slow worms.

Light Railway: Research is underway. Data from survey carried out at station for additional carpark will be re-used as not possible to survey currently.

Communication Channels: CDC looking how to update people – currently using website & social media channels.

19. 243. Apologies for Absence – Lester Napper

19. 244. Declarations of interest – Cllr Binks Item 19.248a & 19.250b other interest – Cllr Binks will not participate for these items.

19. 245. Minutes of the meeting of the Parish Council held on 13 March – It was proposed to approve the minutes as an accurate record. This was seconded, all councillors voted to agree and the **matter was resolved**. Minutes will be signed when physical meetings resume.

19. 246. Clerk reported update on new regulations following introduction of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police Crime Panel Meetings (England And Wales) Regulation 2020 2020 Coronavirus.

19. 247. To agree actions required to support residents in the community in response to COVID – It was proposed to provide a grant of £250 to Kemble Village Hall to assist cashflow for volunteers helping the vulnerable within the village with a further £250 approved should it be required. This was seconded, all councillors voted to agree and the **matter was resolved**.

19. 248. To approve the following spend:

a) Retrospective approval for replacement laptop £357.50 + VAT

b) Retrospective approval to pay Kirkwells £350 + VAT for NDP submission

c) Payments to grass cutting contractor for 2020 season in line with contract

d) Payments to cemetery maintenance for 2020 season in line with contract

Cllr Binks withdrew. It was proposed to approve spend on these items. This was seconded, all councillors voted to agree and the **matter was resolved**.

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

a) 20/00944/FUL | Rebuilding and change of use of Dutch barn to form office and show room (B1) | Purlieus Farm Ewen | The council resolved to make support this application. This was seconded, all remaining councillors agreed and the matter was resolved.

- b) It was proposed that responsibility is delegated to the clerk to collate email comments from councilors for future planning applications and respond via the portal until physical meetings resume. All applications and responses will be ratified at the following meeting. This was seconded, all remaining councillors agreed and the **matter was resolved**.

19. 250. Financial Matters

- a) **To review and approve the bank reconciliation at April 4, 2020** | - It was proposed to agree and accept the bank reconciliation. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- b) **To review and approve payments March 14, 2020 – April 17, 2020 and sign cheques**
Cllr Binks withdrew from the meeting during this item. It was proposed to agree and accept payments. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- c) **To review and approve full year accounts 2019/20** – It was proposed to approve the accounts. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.

19. 251. 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 – rail franchise renegotiations are ongoing
- e) Resident Parking Scheme – RP – nothing to report
- f) West Lane Footway – RP – nothing to report
- g) Great British Spring Clean – Risk assessment has been completed
- h) Wild Flower Verges – RP to check status with K Harrison

19. 252. Councillor Reports/Items to Note

- a) Highways –no update
- b) Police crime report/Neighbourhood Watch –a gathering at the Thames Path over Easter weekend which was reported to police
- c) Village Appearance –fence has been repaired at the playing field. Cllrs to look at Parkers Bridge and check safety.
- d) Neighbourhood Development Plan – currently on hold at CDC
- e) Playground Inspections – on hold as playground closed in line with government advice
- f) Road Safety – nothing to report
- g) Youth facilities/plans – nothing to report
- h) Kemble Community Gardens – nothing to report
- i) Kemble Airfield – nothing to report
- j) Cirencester Light Railway – see Tony Berry report in item 19.142
- k) Planning items were noted as per the agenda.

19. 253. Items for future agenda:

- a) Sports grant for changing rooms on the football field - RP
- b) Land at Windmill Road & Clayfurlong Grove – RP
- c) Road crossing & footpath extension into railway station car park - RP
- d) Village Archive Display at Kemble Station – RP
- e) Resident Parking Scheme – RP
- f) West Lane Footway – RP
- g) Wildflower verges - RP
- h) Playground annual inspections
- i) Responsibility for trees in verges
- j) Seating in the bus shelter
- k) Playground Annual Inspection

Meeting Finished at 20:30

Chairman Signature: _____ Date: _____

Chairman Initials: _____ Date: _____

KEMBLE & EWEN PARISH COUNCIL

Bank Reconciliation: Apr 2, 2020

Receipts March 3, 2020 – April 2, 2020

Date	From whom received	Particulars	Amount
05/03/2020	NS&I	Interest	6.40
06/03/2020	HMRC	Vat Refund	2695.36
02/04/2020	Santander	Interest	1.22

CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/19	£29,011.69
Receipts	£32,123.82
Payments	£33,995.63
New Cash Book balance	£27,139.88

RECONCILIATION TO BANK ACCOUNTS

Bank a/c balances:

Santander Savings Account 41987930	£4,105.61
Santander Business Account 41987928	£23,454.27
SUB TOTAL	£27,559.88

Adjustments

Income not yet banked	£0.00
Unpresented cheques	£420.00
Other	£0.00
Cash Book balance	£27,139.88

Signature _____ Date: _____

Internal Control: Quarterly Cross Check of Bank a/c Balances to Statements (May2020)

Signature _____ Date: _____

Chairman Initials: _____ Date: _____

KEMBLE & EWEN PARISH COUNCIL

Payment Schedule:

Payments–March 14, 2020 – April 17, 2020



Cheque No.	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Authorisation Minute Reference	Budget
102533	16/03/2020	Helping Hand	Litter Pick Equipment	97.68	8.58	106.26	19.235c	Litter - Contained
102534	18/03/2020	Kirkwells	NDP Submission	350.00	70.00	420.00	19.248b	NDP – Contained by Grant
102535	15/03/2020	Mr M Binks	Reimbursement for Laptop	357.50	71.50	429.00	19.248a	2020/21 Laptop - Contained
102536	04/05/2020	Mrs S Broadley	Salary & Expenses March 2020	429.00	0.00	429.00	1905-9a	2020/21 Employee - Contained
102537	14/04/2020	Kemble Village Hall	Hall hire Jan-March 2020 & Telephone charges Dec – Feb 2020	130.15	0.00	130.15	1905-8c & 1905-8b	2020/21 Admin - Contained
102538	01/04/2020	ICCM	Annual Subscription ICCM 2020/21	95.00	0.00	95.00	1905-8a	2020/21 Prof. Membership - Contained
102539	14/04/2020	K. Chudasama	Grant to assist volunteers in shopping for vulnerable people	250.00	0.00	250.00	19.247	2020/21 Comm Grant - Contained
102540	14/4/2020	Kemble Farms Limited	Playing Field Rent 2018/19 and Triangle Rent 2018/19	51.00	0.00	51.00	Contract	2020/21 Admin - Contained

Chairman Signature: _____ Date: _____

2nd Cheque Signatory: _____ Date: _____