



## Kemble & Ewen Parish Council

### **Minutes of the Meeting of the Parish Council on Friday 12 October 2018 at 7.30pm in Kemble Village Hall**

Sarah Broadley, Parish Clerk

Email: [kpcclerk@kemble.co.uk](mailto:kpcclerk@kemble.co.uk)

Tel: 01285 770758

#### **Present:**

Parish Councillors: Roger Pettit, David Ball, Michael Binks, Sohrab Sorabjee, Lester Napper, Carol Dougill, George Collins & Eric Silk

Clerk: Sarah Broadley

Members of the Public: None

#### **1. Residents Contributions**

Wild Duck – Neil Fincham Dukes of the Lucky Onion sent apologies as he was unable to attend. He provided a copy of consultation presentation regarding redevelopment of the site at the Wild Duck that was made available at the public meeting of October 8. The councillors were positive about the changes however concerns over the parking provision were raised. The current parking provision is inadequate at busy times and would be further exacerbated with the addition of rooms to the hotel.

#### **2. District Councillor Report – TB**

Tony Berry sent his apologies as he was unable to attend. RP reported on his behalf that Cllr Mark Annett had stepped down from his role as Leader of CDC following ill health.

#### **3. Apologies for Absence –Nicky Baber**

#### **4. Declarations of interest**

Item 16kj i) ii): Cllr Sorabjee declared interest. Item for note only no decision required.

Items 6 g & 7: Cllr Napper declared interest as he lives adjacent. Item 6g for note only no decision required.

#### **5. Minutes of the meeting held on 14 September 2018 –** The minutes were approved and signed as an accurate record. All councillors agreed and the matter was resolved.

#### **6. Matters arising from previous meetings**

- a) Update on possible cemetery site and fees – nothing to report.
- b) Sports grant for changing rooms on the football field – nothing to report.
- c) Consultation for Kemble Parking Scheme – New team appointed at GCC. Continuing to chase.
- d) Land at Windmill Road & Clayfurlong Grove – nothing to report.
- e) Permissive path between Kemble & Ewen – no update - awaiting costings from highways.
- f) Road crossing & footpath extension to railway station carpark – Statement of intent to be submitted to Highways in support of 50/50 grant application.
- g) Lease for Land at Station Road – RP/LN met with CDC to discuss. Draft contract to be drawn up by CDC and forwarded. Notice of LTBT2 served by CDC and letter signed to confirmed receipt.

#### **7. To review and agree community grant applications** – Cllr Dougill proposed awarding all grants applied for as follows: Little Fishes - £75, KCG - £100, Kemble Thursday Club - £75 & Kemble & District RBLWS - £250. This was seconded by Cllr Collins. All remaining councillors agreed and the matter was resolved.

#### **8. To agree date for Annual Parish Meeting 2019** – Cllr Sohrabjee proposed April 26, 2019. This was seconded by Cllr Binks. All remaining councillors agreed and the matter was resolved.

*Action: Clerk to publish meeting dates for 2019.*

**9. To receive and agree Kemble Planning Policy Assessment and Evidence Based review prepared by Kirkwells** – Cllr Sohrabjee proposed document received and agreed. This was seconded by Cllr Napper. All remaining Councillors agreed and the matter was resolved. Cllr Pettit advised the next meeting of the NDP Steering Group is October 17, 2018.

**10. To receive details of Wireless Broadband** – Cllr Binks advised that the Voneus wireless broadband product will be available in the village from the end of November/early December.

**11. To review and agree arrangements for Remembrance Day** – Cllr Pettit proposed the following activities: lighting of a beacon on the site of the school bonfire with viewing from the school field, refreshments in the village hall afterwards. A flyer is to be produced detailing all events in Kemble & Ewen and delivered to every household. This was seconded by Cllr Binks. All remaining councillors agreed and the matter was resolved.

*Actions: Clerk to organise flyer production and distribution & wreath. CD to organise refreshments. DB to organise beacon.*

**12. To review, approve and adopt Training Policy** – Cllr Collins proposed the policy was approved and adopted. This was seconded by Cllr Binks. All remaining councillors agreed and the matter was resolved.

*Action: Clerk to publish to website*

**13. To agree spend on items as listed:**

a) Repair to cemetery wall – quote received from RWG for £1080. Awaiting quotes from Cotswold DryStone Walling & Kevin Little

Cllr Collins proposed authorising clerk to spend up to £1400 and choosing contractor once all quotes received based on a balance of cost vs leadtime. This was seconded by Cllr Binks. All remaining councillors agreed and the matter was resolved.

**14. To decide response to new Planning Applications**

a) 18/03225/FUL | Erection of single storey side and rear extensions | Orchard Cottage Windmill Road Kemble

Cllr Binks proposed no objection. Seconded by Cllr Dougill. All remaining Cllrs agreed and the matter was resolved

b) 18/03343/FUL | Erection of single storey rear extension with balcony | Ewen Wharf, Ewen Cllr Binks proposed no objection. Seconded by Cllr Ball. All remaining Cllrs agreed and the matter was resolved

c) 18/03513/FUL | Erection of single storey extension | 128 Limes Road Kemble Cllr Binks proposed no objection. Seconded by Cllr Dougill. All remaining Cllrs agreed and the matter was resolved

d) 18/03637/FUL | Erection of garage | 179 Malmesbury Road Kemble Cllr Binks proposed no comment. Seconded by Cllr Ball. All remaining Cllrs agreed and the matter was resolved.

e) 18/07417/CLE | Plum Tree Cottage, Kemble Wick (Consultation received from Wiltshire County Council)

Cllr Ball proposed no comment. Seconded by Cllr Dougill. All remaining Cllrs agreed and the matter was resolved

*Action: Clerk to respond via Planning Portal for CDC & email Elenor Slack for WCC*

**15. Finance matters**

a) External Audit Report – Cllr Collins proposed council receive and note audit report. Seconded by Cllr Pettit, all remaining councillors agreed. Matter resolved.

b) Bank Reconciliation: October 2, 2018 – Cllr Binks proposed council accept and approve. This was seconded by Cllr Dougill, all remaining councillors agreed. Matter resolved.

c) Schedule of accounts – Cllr Silk proposed council approve payments September 15, 2018 to October 12, 2018 as per schedule and sign cheques. This was seconded by Cllr Sohrabjee, all remaining councillors agreed. Matter resolved.

d) Budget 2019 – input requested for budget 2019. Items to include: Kemble/Ewen footpath, Station Footpath Link & Tree works at cemetery

**16. Councillor Reports**

a) Highways Update – Cllr Baber reported via email that she has met with local PCSO

regarding parking on Pheasant Hill obstruction junction.

- b) Police Crime Report/Neighbourhood Watch – Police crime report noted for September 2018.
- c) Village Appearance – Tree package from I Dig Trees to be ordered.
- d) Neighbourhood Development Plan – next steering group meeting is October 17, 2018. Dedicated area on kemble.co.uk for NDP documentation
- e) Playground inspections – wet pore repair due for completion in October.
- f) Road Safety – MB reported speedwatch continues. MB to investigate speed sign like the one in Crudwell for use in the villages.
- g) Youth facilities/plans – NB reported via email that working party is set up and looking at getting local support to start events.
- h) Kemble Community Garden – see item 6 g above
- i) Kemble Airfield – SS to provide communication via website about the airspace above Kemble and the requirements for aircrafts
- j) Planning Applications - pending & decided - PC noted planning applications pending and decisions reported (as Agenda)

#### **17. Items for Future Agenda**

- a) Cllr Collins provided an update on cemetery management following attending a recent training course provided by ICCM.

Parish Laptop was backed up during the meeting.

Meeting Finished at 10.30pm

## KEMBLE &amp; EWEN PARISH COUNCIL

## Bank Reconciliation: Oct 2, 2018



Receipts September 3, 2018 – October 2, 2018

Date	From whom received	Particulars	Amount
05/09/2018	NS&I	Interest	5.95
26/09/2018	GCC	Grass cutting	922.08
27/09/2018	CDC	Precept Balance	5712.00
02/10/2018	Santander	Interest – Business Saving Account	1.17

**CASH BOOK STATEMENT OF FUNDS**

Cash Book balance b/f 06/04/18	£21,933.59
Receipts	£33,154.54
Payments	£10,445.40
<b>New Cash Book balance</b>	<b>£44,642.73</b>

**RECONCILIATION TO BANK ACCOUNTS****Bank a/c balances:**

Santander Savings Account 41987930	£4,084.07
Santander Business Account 41987928	£41,948.53
<b>SUB TOTAL</b>	<b>£46,032.60</b>

**Adjustments**

Income not yet banked	
Unpresented cheques	£1,389.87
Other	£0.00
<b>Cash Book balance</b>	<b>£44,642.73</b>



KEMBLE & EWEN PARISH COUNCIL

# Payment Schedule:

## Payments September 15, 2018 – October 12, 2018

Cheque No.	Date Raised	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Power to spend
104002	22/09/2018	Came and Company	Insurance 2018/19	992.87	0.	992.87	LGA 1972 s.111
104003	22/09/2018	ICCM	Annual subscription (£45) Training (£135 +VAT) – Mng Monuments 10/10/2018	180.00	27.00	207.00	LGA 1972 s.143
104004	12/10/2018	Steve Napper	Playground Checks	30.00	0.00	30.00	LGA 1976 s19
104005	12/10/2018	Mrs S Broadley	Salary for Sept 2018 & Reimbursement of expenses	██████	██████	██████	LGA1972 s.112 (2) LG(FP)A 1963 s.5
104006	12/10/2018	PKF Littlejohn LLP	External Audit – Limited Assurance Review	200.00	40.00	240.00	LGA 1972 s.111
104007	12/10/2018	Kirkwells	Stage 1 – NDP	1800.00	360.00	2160.00	Localism Act 2001 s.9

104008	12/10/2018	DR Howse	Grass Cutting	2640.00	528.00	3168.00	PHA 1875 s.164
104009	12/10/2018	SLCC Enterprises Ltd.	Arnold Baker Book	107.99	0.80	108.79	LGA 1972 s.111
104010	12/10/2018	Kemble Village Hall	Hall Hire July-Sept2018 £72.00 Telephone Charges June-Aug2018 £62.92	134.92	0.00	134.92	LGA1972 s. 134(4)  LG(FP)A 1963 s.5