



## KEMBLE & EWEN PARISH COUNCIL



### Minutes of the Meeting of the Parish Council held on Friday 11 December 2020 at 7pm via Zoom

Sarah Broadley, Parish Clerk Email: [clerk@kembleandewen-pc.gov.uk](mailto:clerk@kembleandewen-pc.gov.uk) Tel: 01285 770758

#### **Present:**

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

District Councillor: Tony Berry

Members of the Public: 8

#### **20.146. To hear any contributions from residents**

Verge at end of Washpool Lane – Resident reiterated their offer/plan to tidy up this area and plant bulbs and requested that the 2 dead trees are not replaced in this area under 20.163. A site visit is to be arranged with the resident.

Airport – A resident advised they have been monitoring overflights and noted they had been reduced. He requested this was feedback to the airport by the Parish Council.

Footpath Extension Pheasant Hill – a concern was raised over the lighting plan for the area by a resident. GCC are in communication with the resident and are considering a change to the lighting plan. Another resident queried the safety of where the new path will finish

Zoom – a resident queried what the plans are going forwards for having meetings available online when/if physical meetings resume

#### **20.147. To receive report from District Councillor Tony Berry and discuss district matters relating to Kemble & Ewen**

Newsletter from CDC: circulated to councillors who advised it was useful

Budget Consultation: This has now closed

Community Grants: Process is changing from March 2021 to use Crowdfunding

Fly Tipping: Cllr Berry to follow up Kemble Wick rubbish that has not yet been removed

Parking Payment Machines: plans to stop taking cash have been put back to March 2022

Solar Farm: No formal application as yet. It is believed the company are in conversation with Kemble Wick residents regarding their concerns

Light Railway: Part 1 feasibility appraisal complete. Central Government have awarded a £50k grant to help Part 2 of feasibility study.

#### **20.148. To receive any apologies for absence - None**

**20.149. To receive any declarations of interest** – Cllr Binks declared Other Interest in 20.161 as a trustee of the Village Hall Management Committee. He will join the public for this item and neither speak nor vote. Cllr Napper declared Other Interest in 20.167h as the Parish Council representative on the KCG committee - item to report back only no decision to be made.

**20.150. To approve the minutes of the extraordinary parish council meeting held on September 30, 2020** – It was proposed to approve the minutes and sign as a true and accurate record. This was seconded, all councillors voted to agree and the matter was resolved.

- 20.151. To approve the minutes of the parish council meeting held on November 13, 2020** – It was proposed to approve the minutes and sign as a true and accurate record. This was seconded, all councillors voted to agree and the **matter was resolved**.
- 20.152. To review and agree steps to support COVID-19 response in the parish** – No additional assistance required at the present time.
- 20.153. To receive Regulation 18 decision notice on Kemble & Ewen Neighbourhood Development Plan** – the Parish Council recorded thanks to Martin Kingston, Cllr Silk and all the others who worked on this project. The documentation is available on the Parish Council website.
- 20.154. To review and agree Business Plan and budget 2021/22** - It was proposed to approve the budget for 2021-22 requiring a precept of £26,681 (a 4.97% increase for Band D as the tax base has reduced). This was seconded, all councillors voted to agree and the **matter was resolved**.
- 20.155. To review grass cutting contract requirements and agree next steps** – it was proposed to issue the maps and schedule to the contracts that had expressed interested with a deadline for tender submission of January 5, 2021. This was seconded, all councillors voted to agree and the **matter was resolved**.
- 20.156. To receive quotes for painting of Parkers Bridge and agree actions required** – Item adjourned as quotes still outstanding.
- 20.157. To agree actions required and £2000 spend for replacement of footbridge at Parkers Bridge** - it was proposed to approve up to £2000 to replace the footbridge using RSJ's to span the water and fixed treads and a handrail. This was seconded, all councillors voted to agree and the **matter was resolved**.
- 20.158. To receive quarterly playground inspection report and agree any actions required** - the report was noted and it was proposed that Cllr Ball inspects the trim trail to ascertain if any action is required. This was seconded, all councillors voted to agree and the **matter was resolved**.
- 20.159. To review quotes and agree on supplier for next 12 months for quarterly playground inspections** – following review of the 2 quotes received it was proposed to appoint Greenfields to carry out 4x inspections in 2021 at a cost of £81 plus VAT per inspection. This was seconded, all councillors voted to agree and the **matter was resolved**.
- 20.160. To agree to appoint GAPTC to conduct an Internal Audit within the Terms of Reference 2020, for the year 2020 – 2021 at a cost of £195** – it was proposed th us appoint GAPTC for this purpose. This was seconded, all councillors voted to agree and the **matter was resolved**.
- 20.161. To review from Village Hall Management committee communication regarding garage repairs or sale and agree actions required** – Cllr Binks joined the public for this item. It was proposed that the Parish Council recommend that the garage is not sold. This was seconded, 3 councillors voted to agree, 1 councillor abstained, and the **matter was resolved**. Cllr Binks re-joined the meeting..
- 20.162. To receive resignation of Cllr Sohrab Sorabjee and agree next steps** Thanks were recorded for Cllr Sorabjee's contribution to the Council particularly as a representative of Ewen and for his work on Local policing and liaison with the airport. It was proposed to send a letter of thanks to Cllr Sorabjee, this was seconded all councillors agreed and the **matter was resolved**. CDC have been notified of the vacancy and it has been advertised in the parish.
- 20.163. To review and agree actions required and associated spend to replace x8 trees (A429 and opposite top of Washpool lane)** - It was proposed to approve a spend of £500 for replacement tree works to cover trees and labour and an additional £200 for the annual trimming of the yew trees in the cemetery. This was seconded, all councillors voted to agree and the **matter was resolved**.
- 20.164. To provide a Grant of £50 to Steve Marsh towards the cost of the running the village website www.kemble.co.uk** - It was proposed to approve this payment. This was seconded, all councillors voted to agree and the **matter was resolved**.

**20.165. To ratify decision recorded and reported to CDC regarding New Planning Applications (a-c were adjourned from the previous mtg)**

- a. 20/03574/FUL | Proposed dormer in position of existing rooflight | Vernham Dean The Piece Kemble - no objection
- b. 20/03677/FUL | Variation of condition 2 (approved plans) of planning permission 18/02751/FUL (Erection of single dwelling on residential garden - change of design from 16/02097/FUL with access as permitted reference 17/01514/FUL to reduce size of approved garage) | Ewen Barn Ewen – no objection
- c. 20/03861/TCONR | T1 conifer (Pine on application form but Norway Spruce at the location on the plan) - fell to ground level | The Old Forge Church Road Kemble – no comment
- d. 20/04089/TCONR | T1 - re-pollard tree (crataegus monogyna) at the point of the old pollard points | No 2 Triangle Cottages Ewen – no comment
- e. 20/04003/FUL | A change of use from agricultural land (grade 3) to a grassed doggy play school facility. | Field Barn Farm Station Road Kemble – no objection subject to the vehicle movements being as detailed in the application
- f. 20/04311/TCONR | Crown lifting and pruning of Poplars in submitted schedule | Ewen House Ewen – no objection

It was proposed to respond via the planning portal with the above comments. This was seconded, all councillors voted to agree and the **matter was resolved.**

**20.166. Financial Matters**

- a. **To review and approve the bank reconciliation at Dec 2, 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 Nov14 – Dec 11, 2020 and sign cheques** It was proposed to approve these payments and sign cheques. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**20.167. Councillor Reports/Items to Note**

- a. Highways – it was reported that the Smerills road drains are blocked again. No further news has been received from Network Rail regarding the Station Road bridge repairs
- b. Planning items noted as below:
  - i. 20/00833/FUL | Erection of 15 dwellings and associated garages, car ports and car parking together with one new vehicular access point, pedestrian and cycle access points, landscaping and ancillary development | Land North East Of Clayfurlong Grove Kemble | **Decided – Application Permit**
  - ii. 20/00903/FUL | Erection of storage unit (use class B8) | Building 428 Kemble Enterprise Park Kemble Airfield Kemble | **Awaiting decision**
  - iii. 20/03574/FUL | Proposed dormer in position of existing rooflight | Vernham Dean The Piece Kemble | **Decided – Application Permit**
  - iv. 20/03677/FUL | Variation of condition 2 (approved plans) of planning permission 18/02751/FUL (Erection of single dwelling on residential garden - change of design from 16/02097/FUL with access as permitted reference 17/01514/FUL to reduce size of approved garage) | Ewen Barn Ewen | **Decided – Application Permit**
  - v. 20/03861/TCONR | T1 conifer (Pine on application form but Norway Spruce at the location on the plan) - fell to ground level | The Old Forge Church Road Kemble | **Decided – No objection**

**20.168. Items for future agenda/ongoing projects beyond the scope of this meeting**

- a. Sport grant for changing rooms on the football field - RP
- b. Land at Windmill Road & Clayfurlong Grove – RP
- c. Village Archive Display at Kemble Station – RP
- d. Wildflower verges - RP
- e. Responsibility for trees in verges
- f. Residents Parking Scheme
- g. Cemetery Capacity

Meeting ended 9pm

Signature Chairman \_\_\_\_\_ Date \_\_\_\_\_



KEMBLE & EWEN PARISH COUNCIL

# Bank Reconciliation: Dec 2, 2020

Receipts November 3, 2020 – December 2, 2020

Date	From whom received	Particulars	Amount
05/11/2020	NS&I	Interest	6.84
02/12/2020	Santander	Interest	0.03

### CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 05/04/20	£27,139.88
Receipts	£27,985.85
Payments	£25,720.77
<b>New Cash Book balance</b>	<b>£29,404.96</b>

### RECONCILIATION TO BANK ACCOUNTS

#### Bank a/c balances:

Santander Savings Account 41987930	£4,109.58
Santander Business Account 41987928	£25,325.38
<b>SUB TOTAL</b>	<b>£29,434.96</b>

#### Adjustments

Income not yet banked	£0.00
Unpresented cheques	£30.00
Other	£0.00
<b>Cash Book balance</b>	<b>£29,404.96</b>

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Internal Control: Quarterly Cross Check of Bank a/c Balances to Statements (due Feb2021)

Signature \_\_\_\_\_ Date: \_\_\_\_\_



KEMBLE & EWEN PARISH COUNCIL

# Payment Schedule:

## Payments–November 14, 2020 – December 11, 2020

Cheque No.	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Authorisation Minute Reference	Budget
102579	4/11/2020	Mrs S Broadley	Salary November 2020	449.67	0.00	449.67	20.10e	Employee – Contained
102580	04/12/2020	Austin G Hind	X5 Playground Inspections	50.00	0.00	50.00	20.58a	Playground - Contained
102581	11/12/2020	Kemble & Ewen WI	Community Grant 2020	300.00	0.00	300.00	20.134	Community Grant - Contained
102582	11/12/2020	Kemble Village Hall Committee	Community Grant 2020	150.00	0.00	150.00	20.134	Community Grant - Contained
102583	18/11/2020	Greenfields Garden Services Ltd	Playground Inspection 12/11/20	79.00	15.80	94.80	19.140	Playing Field - Contained
102584	19/11/2020	Mrs S Broadley	Reimbursement of Expenses – Paper/Stamps Viking Direct (28.03 +VAT) Grass Cutting Advert – LocaliQ (137.60 + VAT)	175.63	33.57	209.20	20.10e 20.132	Administration - Contained

Chairman Signature: \_\_\_\_\_ Date: \_\_\_\_\_

2nd Cheque Signatory: \_\_\_\_\_ Date: \_\_\_\_\_