



KEMBLE & EWEN PARISH COUNCIL



Minutes of the Meeting of the Parish Council on Friday 13 August at 7.30pm in the Village Hall

Sarah Broadley, Parish Clerk Email: clerk@kembleandewen-pc.gov.uk Tel: 01285 770758

Present:

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

CDC Councillor: Tony Berry (left at 8:15pm)

Members of the Public: 3

- 21.45.** Chloe Hood from Aura Power provided a short presentation on planning application 21/02735/FUL
- 21.46. To hear any contributions from residents - None**
- 21.47. To receive report** from District Councillor Tony Berry and discuss district matters relating to Kemble & Ewen – Wild Duck: agent/CDC in discussion regarding restarting project. RTA on Tetbury Rd near Smerrills: lobbying for highway improvement in this area. Ultra Light Railway: funding being raised for Part 2 of feasibility study currently.
- 21.48. To receive any apologies for absence – Eric Silk**
- 21.49. To receive any declarations of interest –** Cllr Napper declared other interest in Item 21.57b: Item to note only no decision to be made. Cllr Binks declared other interest in Item 21.54b as editor of parish news: He will join the public for this item and not discuss nor vote.
- 21.50. To approve the minutes of the meeting held on July 23, 2021 –** It was proposed to approve the minutes and sign as a true and accurate record. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**
- 21.51. To review and approve the following documentation:**
- a. Equality & Diversity Policy
 - b. Grant Awarding Policy
- It was proposed to approve this documentation. This was seconded, all remaining councillors voted to agree and the **matter was resolved**
- 21.52. To receive request for the placement of a memorial bench in Kemble and agree next steps –** Whilst the Parish Council have no objection in principle it doesn't own any land in the requested area so the request will need to be handled by Network Rail or The Tavern Inn
- 21.53. To agree procedure for annual walk around asset inspection -** It was proposed that Cllrs Binks & Collins carry out the annual walk around and report back. This was seconded, all remaining councillors voted to agree and the **matter was resolved**
- 21.54. To approve the following spend**
- a. £100 contribution towards the production cost for the Parish News for 2021/22
 - b. £56 to Bryan Ayres for maintenance of Commonwealth War Graves
- It was proposed to approve this spend. This was seconded, all remaining councillors voted to agree and the **matter was resolved**
- 21.55. To agree/ratify decision recorded and reported to CDC regarding New Planning Applications**

- a. 21/02735/FUL | Installation of a solar farm comprising an array of ground mounted solar PV panels with associated infrastructure including housing for inverters, transformers and electrical equipment, a substation compound, fencing, security cameras, access tracks, associated landscaping and cabling for grid route of approx. 7.9 kilometres in length. | Land At Grid Reference 398111 195688 Kemble Wick

It was proposed to support this application whilst requesting adequate care is taken during the construction phase to minimise impact on residents & landscape. This was seconded, 5 remaining councillors voted to agree and the **matter was resolved**. Cllr Pettit abstained from the vote.

21.56. Financial Matters

- a. To review and approve Bank Statements at June 2, 2021, July 2, 2021 & August 2, 2021 - It was proposed to approve these statements. This was seconded, all remaining councillors voted to agree and the **matter was resolved**
- b. To review and approve payment schedule to August 13, 2021 - It was proposed to approve these payments. This was seconded, all remaining councillors voted to agree and the **matter was resolved**
- c. To review spend vs budget YTD - It was proposed to approve the YTD spend vs budget. This was seconded, all remaining councillors voted to agree and the **matter was resolved**

21.57. Councillor Reports/Items to Note

- a. Highways including Residents Parking Scheme – RP
- b. Police/Crime – Cllr Binks & Russell are attending a county meeting
- c. Footpath Project – ongoing
- d. Village Appearance – nothing to report
- e. Playground Inspections – weekly inspections ongoing
- f. Road Safety – see item 21.47
- 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 item 21.47
- k. Planning items noted as follows:
 - i. 20/02894/FUL & 20/03561/LBC | *Variation of Conditions 2 (approved plans) and 22 (car parking provision) of Permission 18/04151/FUL (Refurbishment and Extension of the Wild Duck Inn comprising demolition and re-building of the west wing to create additional guest accommodation, additional parking and re-landscaping, together with associated works) | Wild Duck Inn Ewen | Awaiting decision*
 - ii. 21/00907/FUL | *Erection of single storey rear extension and erection of a boundary wall | Orchard Lee Clayfurlong Grove Kemble | Awaiting decision*
 - iii. 21/01888/FUL & 21/02131/LBC | *Conversion of outbuilding to ancillary residential accommodation for studio, office and storage | The Old Milling Barn Lodge Yard West Lane Kemble | Awaiting decision*
 - iv. 21/01622/FUL | *Formation of vehicular access and alterations to wall | 190 Windmill Road Kemble | Awaiting decision*
 - v. 21/02076/LBC | *Internal alterations, including widening of internal opening, vaulting of ceiling in bedroom 2, alterations to existing timber beam under stair and second floor configuration of internal walls and new balustrade to upper stair | The Brook House Brookside Ewen Kemble | Application Permit*
 - vi. PL/2021/04819 (Wiltshire) | *Equestrian building consisting of two stables and hay/straw storage, new access track and hardstanding| Plum Tree Cottage, Kemble Wick | Awaiting decision*
 - vii. 21/01591/FUL | *Erection of a double garage | Oaktree House Ewen – objection NDP KE04 position too close to road | Awaiting decision*
 - viii. 21/02651/FUL | *Erection of detached double garage | Park House 5 Kemble Park School Road Kemble – objection negative visual impact on cluster of listed buildings | Awaiting decision*

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

- a. Sport grant for changing rooms on the football field - RP
- b. Cemetery capacity project
- c. Replacement footbridge at Parkers Bridge
- d. Renewal of lease for playing field

Meeting ended 9:50pm

Chairman Signature _____ Date _____



KEMBLE & EWEN PARISH COUNCIL

Bank Reconciliation: June 2, 2021

Receipts April 3, 2021– June 2, 2021

Date	From whom received	Particulars	Amount
06/04/2021	NS&I	Interest	0.06
08/04/2021	HMRC	VAT Refund	1585.97
20/4/2021	Matthews	2 nd Interment - Late Mrs Milbank	100.00
22/04/2021	CDC	Precept 1	20011.00
04/05/2021	Santander	Interest	0.03
05/05/2021	NS&I	Interest	0.06

CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/21	£22,814.89
Receipts	£21,697.15
Payments	£2,428.01
New Cash Book balance	£42,084.03

RECONCILIATION TO BANK ACCOUNTS

Bank a/c balances:

Santander Savings Account 41987930	£4,109.76
Santander Business Account 41987928	£37,974.27
SUB TOTAL	£42,084.03

Adjustments

Income not yet banked	£0.00
Unpresented cheques	£0.00
Other	£0.00
Cash Book balance	£42,084.03

Signature _____ Date: _____

Internal Control: Quarterly Cross Check of Bank a/c Balances to Statements (Due Aug 2021)

Signature _____ Date: _____



KEMBLE & EWEN PARISH COUNCIL

Bank Reconciliation: July 2, 2021

Receipts June 3, 2021– July 2, 2021

Date	From whom received	Particulars	Amount
07/06/2021	NS&I	Interest	0.06
10/06/2021	Gladman	Gladman Memorial	210.00
15/06/2021	Commonwealth WG	Annual Contribution to Grave Maint	56.00
02/07/2021	Santander	Interest	0.03

CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/21	£22,814.89
Receipts	£21,963.24
Payments	£3,753.79
New Cash Book balance	£41,024.34

RECONCILIATION TO BANK ACCOUNTS

Bank a/c balances:

Santander Savings Account 41987930	£4,109.79
Santander Business Account 41987928	£37,431.75
SUB TOTAL	£41,541.54

Adjustments

Income not yet banked	£0.00
Unpresented cheques	£517.20
Other	£0.00
Cash Book balance	£41,024.34

Signature _____ Date: _____

Internal Control: Quarterly Cross Check of Bank a/c Balances to Statements (Due Aug 2021)

Signature _____ Date: _____

Kemble & Ewen Parish Council - YTD Budget Review 2021 / 22

PAYMENTS EX VAT	BUDGET	VIREMENT	AMENDED BUDGET	TOTAL	DIFFERENCE	% SPENT	RECEIPTS	BUDGET	TOTAL	DIFFERENCE
Employees	£6,000.00		£6,000.00	£1,824.54	£4,175.46	30%		£26,681.00	£20,011.00	-£6,670.00
Administration	£3,500.00		£3,500.00	£262.35	£3,237.65	7%		£0.00	£0.00	£0.00
Grass Cutting	£7,000.00		£7,000.00	£0.00	£7,000.00	0%		£900.00	£0.00	-£900.00
Professional Memberships	£650.00		£650.00	£35.00	£615.00	5%		£500.00	£366.00	-£134.00
Training	£200.00		£200.00	£0.00	£200.00	0%		£0.00	£0.00	£0.00
Road Safety	£300.00		£300.00	£0.00	£300.00	0%		£0.00	£0.06	£0.06
Defibrillator	£100.00		£100.00	£0.00	£100.00	0%		£0.00	£0.03	£0.03
Playing Field	£1,500.00		£1,500.00	£1,257.63	£242.37	84%		£0.00	£0.00	£0.00
Village Hall Repairs	£2,000.00		£2,000.00	£0.00	£2,000.00	0%		£100.00	£0.00	-£100.00
Kemble Kids	£200.00		£200.00	£0.00	£200.00	0%		£0.00	£0.18	£0.18
Cemetery	£1,300.00		£1,300.00	£630.00	£670.00	48%		£0.00	£0.06	£0.06
Cemetery Capacity Project	£5,000.00		£5,000.00	£0.00	£5,000.00	0%		£0.00	£0.00	£0.00
Grants	£700.00		£700.00	£0.00	£700.00	0%		£0.00	£1,585.97	£1,585.97
Village Environment	£2,680.00		£2,680.00	£527.94	£2,152.06	20%				
Thames Path Signage	£300.00		£300.00	£0.00	£300.00	0%				
Community Gardens	£50.00		£50.00	£0.00	£50.00	0%				
Neighbourhood Plan	£100.00		£100.00	£0.00	£100.00	0%				
Village Web Site	£400.00		£400.00	£420.00	-£20.00	105%				
Litter	£100.00		£100.00	£0.00	£100.00	0%				
Chairmans Allowance	£100.00		£100.00	£0.00	£100.00	0%				
Planning	£0.00		£0.00	£0.00	£0.00					
Parkers Bridge	£1,000.00		£1,000.00	£0.00	£1,000.00	0%				
PAYE	£0.00		£0.00	£0.00	£0.00					
Contingencies	£5,000.00		£5,000.00	£0.00	£5,000.00	0%				
Build Reserves (playground/cemetery)	£5,000.00		£5,000.00	£0.00	£5,000.00	0%				
Kemble Green	£1.00		£1.00	£0.00	£1.00	0%				
Tetbury Path	£0.00		£0.00	£0.00	£0.00					
TOTAL PC EX VAT	£43,181.00	£0.00	£43,181.00	£4,957.46	£38,223.54	11%	OVERALL TOTAL	£28,181.00	£21,963.30	-£6,217.70



Payment Schedule:

Payments May 06, 2021 – August 13, 2021

Cheque No.	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Authorisation Minute Reference	Budget
102611	01/06/2021	SLCC	Annual Membership	112.00	0.00	112.00	21.10c	Professional Membership - Contained
102612	30/04/2021	GLC & R Williams	Replacement Post and Concrete for War Memorial Boundary fence repair	64.95	12.99	77.94	DA1 21.34	Village Appearance - Contained
102613	11/04/2021	PCC Thameshead No2	Contribution to Parish News Production for 202/21	100.00	0.00	100.00	DA2 21.34	Admin - Contained
102614	01/06/2021	Netwise	Annual Premium Support & domain for website	360.00	60.00	420.00	DA5 21.34	Website - Contained
102615	18/05/2021	Greenfield Garden Services	Quarterly Inspection	81.00	16.20	97.20	20.159	Playground - Contained
102616	22/06/2021	Austin G Hind	Weekly Playground inspections x6	60.00	0.00	60.00	21.10h	Playground - Contained

102617	04/06/2021	Mrs S Broadley	Salary May 2021	458.64	0.00	458.64	21.10e & 21.14	Employee – Contained
102618	28/06/2021	Mr K Harrison	Strimming of Footpaths	150.00	0.00	150.00	DA16 21.34	Village Appearance - Contained
102619	VOID							
102620	17/06/2021	Kemble Farms Ltd	Village Triangle Fee - £1 Kemble Playing Field - £50	51.00	0.00	51.00	21.10g	Playing Field - Contained
102621	08/07/2021	P Measures	X9 Mow/Strim Cemetery	630.00	0.00	630.00	20.133 (Contract)	Cemetery - Contained
102622	11/07/2021	Austin G Hind	Weekly Playground inspections x6	40.00	0.00	40.00	21.10h	Playground - Contained
102623	04/07/2021	Mrs S Broadley	Salary June 2021 & Expenses	466.56	0.00	466.56	21.10e & 21.14	Employee – Contained
102624	10/02/2020	Kemble Farms Ltd	Kemble Playing Field Rent 2020-21	50.00	0.00	50.00	20.10g	Playing Field – Contained
102624	VOID							
102625	04/08/2021	Mrs S Broadley	Salary July 2021	458.64	0.00	458.64	21.10e & 21.14	Employee – Contained

Chairman Signature: _____ Date: _____

2nd Cheque Signatory: _____ Date: _____