



## KEMBLE & EWEN PARISH COUNCIL



### Minutes of the Meeting of the Parish Council held on Friday April 8, 2022 at 7pm in the Village Hall

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

#### **Present:**

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

Members of the Public: 1

**21.186. To hear any contributions from residents - None**

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

Boundary Commission – looking at North and South Cotswolds

Planning – Truck stop at Stratton was turned down

Parish Forums – reminder that Councillors can attend

Budget – includes lots of borrowing. Cllr Berry has suggested a referendum should be held before funds are borrowed

**21.188. To receive any apologies for absence – None**

**21.189. To receive any declarations of interest –** Cllr Napper declared other interest in item 21.202g as he is the appointed representative of the Parish Council on the KCG Committee. Item to note only, no decisions to be made.

**21.190. To approve the minutes of the meeting held on March 11, 2022 –** It was proposed to approve these as a true and accurate record. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**21.191. To approve the minutes of the meeting held on March 22, 2022 –** It was proposed to approve these as a true and accurate record. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**21.192. To review and agree the Risk Assessment Policy and Risk Assessment for 2022/23 –** It was proposed to approve the policy and risk assessment for 2022/23. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**21.193. To review and agree the plans for the Jubilee Celebrations and agree any actions required relating to**

a. Printing/copy costs for Open Gardens £100

b. Printing/Copy costs for Jubilee £40

c. Jubilee Beacon

d. Oak tree planting at the school

e. First Aid Cover at the event (Quote from St John's Ambulance £384 + VAT)

f. Risk Assessment for planned events

It was noted that the majority of events are being organised by The Tavern Inn. It was proposed that the Parish Council approve up to £140 for contribution to printing costs noted above. This was seconded, all remaining councillors agreed and the **matter was resolved.**

- 21.194. To review and agree procedure for publication of annual report** – It was proposed for the clerk to produce a digital copy of the annual report and arranging printing of 100 copies to be distributed from the village shop to those without internet access. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 21.195. To review request from CDC for naming of new streets in Kemble and agree actions required** – It was proposed to suggest Saxon Close & Old School Gardens. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 21.196. To review and agree actions required relating to maintenance of landscaping on Top Farm** – It was noted that the Parish Council passed details of their grass cutting contractor to the interested parties within Top Farm.
- 21.197. To review and agree actions to remove and replace dead tree adjacent to Ewen bus shelter** – It was noted that this item had already been covered under 21.148.
- 21.198. To review and agree the following documentation**
- IT replacement schedule – It was proposed to approve the policy. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 21.199. To review and approve the following spend:**
- Replacement of Lychgate tiles – up to £200 – It was proposed to approve a spend of up to £200. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 21.200. To review and agree response to CDC regarding New Planning Applications**
- 22/00940/FUL | Replacement of windows and doors | Oxendene House Washpool Lane Kemble
  - 22/00955/LBC | Removal of existing CCTV cameras and installation of new CCTV cameras and associated cabling within Kemble Railway Station | Kemble Railway Station Windmill Road Kemble
- It was proposed that the Parish Council has no objection to these applications. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 21.201. Financial Matters**
- To review and approve Bank Reconciliation at April 2, 2022 – It was proposed to approve the Bank reconciliation. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
  - To review and approve payment schedule to April 8, 2022 – It was proposed to approve the payment schedule and sign the cheques. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 21.202. Councillor Reports/Items to Note**
- Highways including Residents Parking Scheme – Cllr Pettit is waiting to meet with the highways manager who has been unwell. It was noted that lots of HGV's seem to be passing through Ewen
  - Police/Crime – Cllr Russell is trying to re-establish the Neighbourhood Watch Scheme
  - Village Appearance – nothing to report.
  - Playground Inspections – the weekly checks were noted, the trim trail has been repaired and the surfaces cleaned. The wooden fence by the permissive path is still awaiting repair.
  - Road Safety – the speed watch scheme has been reregistered
  - Youth facilities/plans – nothing to report
  - Kemble Community Gardens – Tidy up days planned for 9/4 & 1/5 ahead of open gardens
  - Kemble Airfield – overflights have reduced. PC representatives due to meet with the airport soon

- i. Cirencester Light Railway – Nothing to report
- j. Planning items noted as follows:
  - i. 21/01622/FUL | Formation of vehicular access and alterations to wall | 190 Windmill Road Kemble | **Awaiting decision**
  - ii. 21/03464/FUL | One and a half storey side and rear extensions, erection of detached garage/annex, outbuilding extension/alteration with erection of single storey link to main dwelling, demolition of conservatory | 128 Limes Road Kemble | **\* New Details \***
  - iii. 21/03979/FUL | Erection of a single-storey side extension | Orchard Lee Clayfurlong Grove Kemble | **Awaiting decision**
  - iv. 21/04459/FUL | Proposed single storey extension to replace conservatory | The Hollies Tamesis Drive Kemble | **Awaiting decision**
  - v. 22/00207/FUL | Erection of single storey garage | 171 Kemble | **Awaiting decision**
  - vi. 22/00060/TCONR | Beech tree - Crown reduction. Height and spread after pruning - 55ft & 15ft | Barnstone Cottage Ewen | **Decided – no objection**
  - vii. 22/00498/TCONR | 1. Purple wild plum. Reduce canopy by 50% and reshape. 2. Contorted hazel. Canopy reshape. 3. Cherry tree. Fell and remove roots | Newburn Limes Road Kemble | **Decided – no objection**
  - viii. 22/00559/TCONR | T1 - Apple - Fell. T2 - Sycamore and 2 Beech - Crown lift to 5 metres. T3 - Western Red Cedar - Fell. T4 - Cupressus and Spruce - Fell | 3 Kemble Park School Road Kemble | **Awaiting decision**
  - ix. 22/00468/FUL & 22/00469/LBC | Interior refurbishment, replacement timber windows, roof windows, replacement door and flooring. | Newburn Limes Road Kemble | **Awaiting decision**
  - x. 22/00613/LBC | Repair works to internal timbers of the Tower section of the building. | Wild Duck Inn Ewen | **Awaiting decision**
  - xi. 22/00440/FUL | Change of Use of land for residential use and erection of timber framed outbuilding | Windrush Cottage Kemble Wick Kemble | **Application Permit**
  - xii. 22/00688/FUL | Two residential units within the curtilage of the main house approved under application 18/00051/FUL, removal of approved garage outbuilding and associated amended driveway and landscape enhancements | Land At New Covert Ewen | **Awaiting decision**

**21.203. 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

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



KEMBLE & EWEN PARISH COUNCIL

# Bank Reconciliation: April 2, 2022

Receipts March 3, 2022 – April 2, 2022

Date	From whom received	Particulars	Amount
05/03/2022	NS&I	Interest	2.54
16/03/2022	O Cottle	Heath Inscription	40.00
29/03/2022	HMRC	VAT Refund	1295.78
02/04/2022	Santander	Interest	0.03

### CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/21	£22,814.89
Receipts	£31,422.96
Payments	£20,077.55
<b>New Cash Book balance</b>	<b>£34,160.30</b>

### RECONCILIATION TO BANK ACCOUNTS

#### Bank a/c balances:

Santander Savings Account 41987930	£4,110.06
Santander Business Account 41987928	£30,050.24
<b>SUB TOTAL</b>	<b>£34,160.30</b>

#### Adjustments

Income not yet banked	
Unpresented cheques	£0.00
Other	£0.00
<b>Cash Book balance</b>	<b>£34,160.30</b>

### COMMITTED FUNDS

Grants awarded but not yet paid	NHW	£137.99
	Welcome	
Grants awarded but not yet paid	Pack/PA	£200.00

### Youth Club

Opening Balance	£1,837.11
Interest	£0.18
<b>Closing Balance</b>	<b>£1,837.29</b>

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



## Payment Schedule:

Payments February 12, 2021 – March 11, 2022

Cheque No.	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Authorisation Minute Reference	Budget
102668	VOID							
102669	17/02/2022	AJGIBL GBP Client NST Account	Insurance Premium (12 Months)	1992.30	0.00	1992.30		Administration - Contained
102670	VOID							
102671	17/03/2022	D Keicher	Tavern Inn – Litter Pick x2	135.00	0.00	135.00	21.172	Litter - <b>Overspend</b>
102672	04/04/2022	Mrs S Broadley	Salary March 2022 - £466.83 Backdated Pay Award April 21 – Feb 22 - £90.09	556.92	0.00	556.92	21.10e & 21.14 & 21.171	Employee – Contained
102673	04/04/2022	HM Revenue & Customs	PAYE Month 11 & 12	41.60	0.00	41.60	21.10e & 21.14 & 21.171	Employee - Contained
102674	15/3/2022	Greenfields Garden Services	Playground Repair	324.35	64.87	389.22	21.174e	Playground - Contained

102675	23/3/2022	Austin Hind	Clean Moss & Playground £360 X4 Playground Inspections £40	400.00	0.00	400.00	21.116 21.10h	Playground - Contained
102667	11/3/2022	Kemble Village Hall	Rent for meetings Jan – March £104.00 Telephone Jan & Feb 40.27	144.27	0.00	144.27	21.10f	Administration - Contained

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

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