



## KEMBLE & EWEN PARISH COUNCIL



### Minutes of the Meeting of the Parish Council on Friday October 14, 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, Michael Binks, Daniel Demain, Lester Napper, Eric Silk & George Collins

Members of the Public: One

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

Website Agenda – A resident reported difficulty in locating the agenda on the website following the latest wordpress update.

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

CIL Payments – due to be made shortly

Fly Tipping – a successful case resulted in a £400 fine

Cost of Living Crisis – Looking at ways to support residents

Licence Application Layby Kemble – for mobile food van as new owners

Planning Appeal Ewen – appeal was lost and permission was granted for x2 additional houses at New Covert. TB expressed disappointment that KEPC did not send a representative.

#### **22.89. To receive any apologies for absence** – David Russell

#### **22.90. To receive any declarations of interest** – Cllr Napper 22.92 & 22.103g as the Parish Council representative of the KCG committee.

#### **22.91. To approve the minutes of the meeting held on September 23, 2022** - It was proposed to approve the minutes as a true and accurate record. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

#### **22.92. To receive external audit report, publish notification of conclusion of audit and agree payment of external audit fee (£200 + VAT)** - It was proposed to accept the report, publish notification and approve payment. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

#### **22.93. To agree next steps for maintenance of playground equipment requiring attention including fencing at footpath** - It was proposed to gain a quote for the playground repairs and to contact the Bathurst estate regarding the fencing on the permissive path. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

#### **22.94. To agree continuation of lease of land for Kemble Community Garden from Cotswold District Council at a cost of £50 pa** - It was proposed to signing the pre-lease agreement and approve payment. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

#### **22.95. To receive tree inspection report from TCS and agree any actions required** - It was proposed to request a quote to carry out the suggested works to the tree. This was seconded, all remaining councillors voted to agree and the **matter was resolved.** Cllr Collins will inform the PCC accordingly.

#### **22.96. To agree any actions required for workplace pensions re-enrolment duties** - It was proposed to confirm that no employees meet the criteria for auto enrolment and

to notify workplace pensions accordingly. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**22.97. To review information gathered on community first aid training and agree next steps** - It was noted that British Red Cross and St Johns are not currently offering community based training. Online sessions are available. Cllr Pettit to canvas at coffee morning what parishioners would like.

**22.98. To agree next steps for 2023/4 Business Plan and associated budget** – The following items were suggest3ed for inclusion: websites, Village Archive, Outdoor Gym, Coronation, Education for Parishioners including Cyber Security & Energy Crisis information, Winter Support/Cost of Living Crisis support

**22.99. To review and agree actions required to support a winter community group in Kemble** - It was proposed to support this initiative. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**22.100. To review and approve the following spend:**

- a. £75 contribution to refreshments provided by The Tavern for October Litter Pick event
- b. £35 for x1 delegate to attend GAPTC Training Course 'Digital Newsletter' 15 Nov 10am – 12noon
- c. To review and agree spend of £600 for 2 new defibrillator batteries and replacement pads ( payment to The Community Heartbeat Trust)
- d. £135 + VAT for tree survey carried out by TMS

It was proposed approve these payments. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**22.101. To review and agree response to CDC regarding New Planning Applications**

- a. 22/02982/FUL | Variation of conditions 2 (Approved plans) and 3 (Materials) for planning permission 18/02751/FUL - Erection of single dwelling on residential garden - change of design from 16/02097/FUL with access as permitted under application ref 17/01514/FUL | The Paddock Ewen
- b. 22/03354/FUL | Demolition and replacement of 2no. dilapidated classrooms, with associated hard and soft landscaping | Kemble C Of E School Kemble

It was proposed to make no objection to these applications. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**22.102. Financial Matters**

- a. To review and approve bank statement at October 2, 2022 - It was proposed accept the bank reconciliation. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**
- b. To review and approve payment schedule to October 14, 2022 and sign cheques - It was proposed approve payments as per the schedule. This was seconded, all remaining councillors voted to agree and the **matter was resolved.**

**22.103. Councillor Reports**

- a. Highways including Residents Parking Scheme – latest meeting with Highways cancelled due to illness of Highways Manager
- b. Police/Crime – nothing to report
- c. Village Appearance – Rubbish accumulated outside 33 Clayfurlong has been reported to Bromford.
- d. Playground Inspections – Regular playground inspections noted.
- e. Road Safety – Meeting due to take place this week regarding ANPR cameras
- f. Youth facilities/plans – Nothing to Report
- g. Kemble Community Gardens – KCG committee to contact CDC regarding tree survey. Still demand for more allotments. Quotes being obtained for stump removals
- h. Kemble Airfield – Nothing to Report
- i. Cirencester Light Railway – Cllr Napper advised it is his intention to step down from this working group.

- j. Planning items noted as follows:
  - i. 22/00468/FUL & 22/00469/LBC | Interior refurbishment, replacement timber windows, roof windows, replacement door and flooring. | Newburn Limes Road Kemble | **Awaiting decision**
  - ii. 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**
  - iii. 22/02203/FUL | Erection of 2 No. agricultural buildings | Smerill Dairy Kemble Farms Kemble | **Awaiting Decision**
  - iv. 22/01829/FUL | Demolition of existing extension and erection of replacement single-storey rear/side extension | The Orchard Old Forge Ewen | **Awaiting Decision**
  - v. 22/02410/TPO | Reduce Large Ash | 17 The Oaks Kemble | **Application Permit**
  - vi. 22/02274/FUL & 22/02275/LBC | Erection of single-storey rear and link extensions and internal alterations | Mill Farmhouse Mill Farm Ewen | **Application Withdrawn**
  - vii. 22/03004/TCONR | Works to trees in conservation areas for (1) Whitebeam at the front. Reduce all over by up to 2.0m and clear the street light by approximately 0.5m. (2) 2 Maples on the boundary. Reduce all over by up to 3.0m and remove any reversion | Alderley Tamesis Drive Kemble | **Awaiting Decision**
  - viii. 22/02642/FUL | Change of use of land for the stationing of 4no. shepherd huts (public house guest accommodation) and hardstanding works | The Tavern Station Road Kemble | **Awaiting Decision**
  - ix. 22/02668/FUL | Erection of single-storey rear extension, two-storey rear extension and external alterations | Honeystone House Ewen | **Awaiting Decision**
  - x. 22/02893/FUL | Replacement windows and doors, removal of chimney, replacement of rainwater goods and formation of doorway in south elevation | Fosseview West Lane Kemble | **Awaiting Decision**

Meeting Ended 9.10pm

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

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# Bank Reconciliation: Oct 2, 2022

Receipts Sept 3, 2022 – Oct 2, 2022

Date	From whom received	Particulars	Amount
05/09/2022	NS&I	Interest	7.13
29/09/2022	CDC	Precept 2	6986.00
02/10/2022	Santander	Interest	0.75

### CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/22	£34,160.30
Receipts	£28,369.45
Payments	£13,405.25
<b>New Cash Book balance</b>	<b>£49,124.50</b>

### RECONCILIATION TO BANK ACCOUNTS

Savings A/C balance b/f 06/04/22	£4,110.06
Savings A/C balance b/f 06/04/22	£30,050.24
<b>Bank a/c balances:</b>	
Santander Savings Account 41987930	£9,114.44
Santander Business Account 41987928	£45,602.36
<b>SUB TOTAL</b>	<b>£54,716.80</b>
<b>Adjustments</b>	
Income not yet banked	£0.00
Unpresented cheques	£592.30
Transfer Business to Saving A/C	£5,000.00
Other	£0.00
<b>Cash Book balance</b>	<b>£49,124.50</b>

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

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

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



# Payment Schedule:

Payments September 13, 2022 – October 14, 2022

Cheque No.	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Authorisation Minute Reference	Budget
022308	04/10/2022	Mrs S Broadley	Salary September 2022	476.19	0.00	476.19	22.11e	Employee – Contained
022309	30/09/2022	D Keicher	Grant for Refreshments for Litter Pick Oct 2022 @ £75 per month	75.00	0.00	75.00	22.100b	Litter - Contained
022310	23/09/2022	Tree Maintenance Ltd	Inspection of Yew Tree at Kemble Churchyard	135.00	27.00	162.00	22.100d	Cemetery - Contained
022311		Cotswold District Council	Rent for KCG	50.00	0.00	50.00		Admin – Community Garden

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

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