



## KEMBLE & EWEN PARISH COUNCIL



### Minutes of the Meeting of the Parish Council held on Tuesday March 14, 2023 at 7pm in the Village Hall

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

#### **Present:**

Parish Councillors: Michael Binks, Eric Silk, Daniel Demain, David Russell, Lisa Hewett, Roger Pettit, George Hilliar & George Collins

Members of the Public: None

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

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

Toilets in Cirencester – charge is being introduced

Voting – ID will be required

Kemble Community Garden decision was called in to the Overview & Scrutiny Committee where additional information was provided and the decision approved

**22.172. To receive any apologies for absence – Cllr Napper**

**22.173. To receive any declarations of interest – Cllr Binks is an editor of the Parish News so will not vote in item 22.175**

**22.174. To approve the minutes of the meeting held on February 14, 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.**

**22.175. To review and approve request for £150 contribution to Parish News production – further information to be obtained from Tony Ferris**

**22.176. To consider community composting and agree any actions required - There was no proposal for this item.**

**22.177. To agree the dates and arrangements for the Annual Meeting of the Parish and the Annual Meeting of the Parish Council - It was proposed to hold the Annual Meeting of the Parish Council on Tuesday May 9 2023 and the Annual Meeting of the Parish on Tuesday May 16 2023. This was seconded, all remaining councillors voted to agree and the matter was resolved.**

**22.178. To review and update the budget and plans for the May 2023 Coronation celebrations - It was proposed to amend the budget to £1800 and make grant to The Tavern Inn (payable to D Keicher) who are coordinating village celebrations. This was seconded, all remaining councillors voted to agree and the matter was resolved.**

**22.179. To review and agree actions to support a ‘Kemble Cameras’ initiative in celebration of the Coronation - It was proposed that Cllr Binks liaise with Carol Dougill to coordinate this project. This was seconded, all remaining councillors voted to agree and the matter was resolved.**

**22.180. To agree to use GAPTC service for internal audit at a cost of £215 - It was proposed to agree to use the GAPTC service at a cost of £215. This was seconded, all remaining councillors voted to agree and the matter was resolved.**

- 22.181. To review and agree actions required regarding creating pedestrian and cycle links between Kemble and Cirencester** – Cllr Hewett provided an update following discuss with Hannah Fountain (Sustainable Transport Lead at CDC). It was proposed that Cllr Hewett continue investigations to see what the Parish Council can do, and identify any potential funding sources. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 22.182. To review and agree next steps required for renewal of lease for playing field** - It was proposed that Cllrs Silk & Pettit arrange to meet with Bathurst Estate to commence negotiations. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 22.183. To agree to set up a working party to consider how best to secure and use funds from Kemble Wick Solar Farm Community** - It was proposed to set up a working party to further look into this. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 22.184. To agree to set up a working party to consider community projects benefiting from CIL funding** - - It was proposed to set up a working party to further look into this. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 22.185. To make a grant of £100 to the Community Energy Scheme to fund the production of leaflets for Kemble & Ewen residents** - It was proposed to approve this funding. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 22.186. To review and approve the following spend:**
- £75 contribution to refreshments provided by The Tavern for March Litter Pick
  - Revision on amount previous approved under 22.151b for MS Office to £242.40 + VAT
  - £417.97 + VAT for Coronation Mugs (reimbursement to Pat Ayres)
  - £25: Training – Being a Better Councillor Part 1 for David Russell
  - £200: Keith Harrison Cemetery trimming works
- It was proposed to approve these items of spend however, it was noted that the correct procedure was not followed for item e and that for any future works there is to be a schedule of works agreed by the council before any work is carried out. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 22.187. To review and agree response to CDC regarding New Planning Applications**
- 23/00564/TCONR | Hornbeam - To reduce down by 30% and reshape. Hazel - To reduce by 30% and reshape the canopy | The Hollies Tamesis Drive Kemble
  - 23/00421/FUL | Installation of outdoor swimming pool and associated works | 126 Old Vicarage Lane Kemble
  - 23/00486/FUL | Change of use of ground floor offices to residential use ancillary to existing dwelling and associated works | Linden House Limes Road Kemble
  - 23/00536/TCONR | T1 Cupressus - Fell. T2 Yew - Pollard - 4 stems, outgrown location, will enable re-establishment. T3 Yew - Fell. T4 Birch and T5 Sycamore - Remove heavy ivy growth | Honeystone House Ewen
  - 23/00378/LBC | Installation of Tactiles to Platform 2 at Kemble Railway Station | Kemble Railway Station Windmill Road Kemble
- Following review, it was proposed that the council did not wish to make comments on these applications. This was seconded, all remaining councillors voted to agree and the **matter was resolved**.
- 22.188. Financial Matters**
- To review and approve bank reconciliation at March 2, 2023 - It was proposed 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 March 14, 2023 and sign

cheques - It was proposed approve the payments are per the schedule. This was seconded, all remaining councillors voted to agree and the **matter was resolve**

- c. To agree to claim £2784.08 VAT for period 01-03-2022 to 28-02-2023 - It was proposed approve the VAT reclaim. This was seconded, all remaining councillors voted to agree and the **matter was resolve**

**22.189. Councillor Reports (updates only – no decisions)**

- a. Ongoing Project
  - i. ANPR project – Cllr Binks due to meet with D Hollands on 31/3/23
  - ii. Lease of Kemble Community Garden – awaiting documentation from CDC
- b. Highways including Residents Parking Scheme – Cllr Pettit has again chased GCC for an update
- c. Playground Inspections –recent inspection reports noted
- d. Planning items noted as follows:
  - i. 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**
  - ii. 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**
  - iii. 22/04382/FUL & 22/04383/LBC | Erection of single storey rear extension, outbuilding conversion & alterations | Mill Farmhouse Mill Farm Ewen | **Awaiting Decision**
  - iv. 22/04499/COMPLY | Compliance with Conditions 5 (Traffic Management), 6 (Construction Management), 8 (Access Solar Farm), 13 (Tree Hedgerow Protection), 14 (Arboricultural Method Statement), 20 (Biodiversity Monitoring Strategy) and partial compliance with Condition 21 (Archaeology) of permission 22/04161/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 Kemble | **Awaiting Decision**

Meeting Ended: 2215

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

KEMBLE & EWEN PARISH COUNCIL

# Bank Reconciliation: March 2, 2023



Receipts Jan 3, 2023 – Feb 2, 2022

Date	From whom received	Particulars	Amount
06/02/2023	NS&I	Interest	14.37
13/02/2023	Cowley & Son Ltd	Cornelissen	315.00
02/03/2023	Santander	Interest	3.95

### CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/22	£34,160.30
Receipts	£32,769.77
Payments	£33,844.42
<b>New Cash Book balance</b>	<b>£33,085.65</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	£9,129.19
Santander Business Account 41987928	£31,620.22
<b>SUB TOTAL</b>	<b>£40,749.41</b>
<b>Adjustments</b>	
Income not yet banked	£0.00
Unpresented cheques	£2,663.76
Transfer Business to Saving A/C	£5,000.00
Other	£0.00
<b>Cash Book balance</b>	<b>£33,085.65</b>

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

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

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

# Payment Schedule:

## Payments February 15, 2023 – March 14, 2023



Cheque No.	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Authorisation Minute Reference	Budget
102711	23/02/2023	AJGIBL GBP Client NST Account	Annual Insurance Premium	2254.77	0.00	2254.77	Admin – Contained	
102712	04/03/2023	Dan Keicher	Reissue of Cheque which was made payable to 'The Tavern Inn' to cover refreshments at Alderman award	350.00	0.00	350.00		Admin – Contained
102713	04/03/2023	S Broadley	Salary - February 2023 £515.19 Expenses March 2023 £5.44 Stamps £290.88 Reimbursement for MS Office	811.51	0.00	811.51	22.11e & 22.118	Employee – Contained
102714	14/2/2023	Pat Ayres	Reimbursement for Coronation Mugs	417.97	83.59	501.56	22.186c	Admin - contained
102715	10/03/2023	Jill Steeden	Reimbursement for Skip for clearing at KCG	347.00	69.40	416.40		Community Garden - Overspend
DD	15/04/2023	ICO	Data Protection Fee	35.00	0.00	35.00	22.11d	Admin - Contained
102716	21/02/2023	Tree Maintenance Ltd	Works to Yew Tree in Kemble Cemetery	727.50	145.50	873.00	22.120c	Village Environment - Contained

102717	13/03/2023	Keith Harrison	Contribution to Refreshments provided at February Litter Pick	200.00	0.00	200.00	22.186c	Litter - Contained
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Chairman Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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