



KEMBLE & EWEN PARISH COUNCIL



Minutes of the Meeting of the Parish Council held on Tuesday July 11, 2023 at 7pm in the Village Hall

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

Tel: 01285 770650

Present:

Parish Councillors: Michael Binks, George Collins, Daniel Demain, George Hilliar, Lester Napper, Lisa Hewett & David Russell.

District Councilor: Mike McKeown

		Action
<p>23.37 To hear any contributions from residents <u>Little Fishes</u> – group si run by volunteers to provide a safe space for parents and pre-school children. Held in village hall and available to all of the community. Requesting funds for a sign to display outside to show they are open and some mugs. £300 grant requested</p> <p>23.38 To receive report from District Councilor and discuss district matters relating to Kemble & Ewen Planning: Wild Duck – concerns over parking Tavern: Residents raised complaints over noise from biker visits on a Thursday evening Cabinet Mtg: 17/7/23 – will look at adding solar panels to some CDC property and setting up a Solar Purchase scheme. Leisure Centre: New operator from August 2023</p> <p>23.39 To receive any apologies for absence – Eric Silk</p> <p>23.40 To receive any declarations of interest – Cllr Napper 23.50h: Other interest as appointed Parish Councilor on the committee, no action required item to note only. Cllr Collins 23.42: Other interest as Little Fishes are a church charity and Cllr Collins is on the Church PCC – he will not discuss or vote on this item.</p> <p>23.41 To approve the minutes of the meeting held on June 13, 2022 – It was proposed these are a true and accurate record and signed accordingly. This was seconded, all remaining councillors voted to agree and the matter was resolved.</p> <p>23.42 To review and agree grant application for £100 for Little Fishes – Cllr Collins joined the public gallery for this item. It was proposed to award a grant of £300. This was seconded, all remaining councillors voted to agree and the matter was resolved.</p> <p>23.43 To review and agree current Parish Council position on the Cirencester Light Railway project and agree any actions required – It was proposed that the Parish Council undertake a survey to better understand the transport needs of the rural communities and recommends that the CLR group carry out a meeting in the village hall to canvas local opinion on the CLR. This was seconded, all remaining councillors voted to agree and the matter was resolved.</p>	<p>GC to obtain bank details for payment</p>	

<p>23.44 To note the dates for Annual Audit Notice of Public Rights as advertised on the website 26/06/23 – 04/08/2023 – dates noted as published on website with relevant documentation.</p> <p>23.45 To review and agree actions required for annual asset inspection – It was proposed that Cllrs Binks & Collins do the village walk around to inspect the assets. This was seconded, all remaining councillors voted to agree and the matter was resolved.</p> <p>23.46 To agree to form a Green Spaces working group - It was proposed to create a working group to consider future options for these areas. This was seconded, all remaining councillors voted to agree and the matter was resolved</p> <p>23.47 To review responses to cemetery maintenance request and agree next steps required – Following no responses to the tender it was proposed to seek a quote from the existing contractor to add the cemetery to the mowing contract and approve up to £1200 spend to see out the season. This was seconded, all remaining councillors voted to agree and the matter was resolved</p> <p>23.48 To review and approve the following spend:</p> <ul style="list-style-type: none"> a. £500 + VAT for annual website costs (retrospective approval) b. £120 for gift of thanks for Roger Pettit <p>It was proposed to approve these spend items. This was seconded, all remaining councillors voted to agree and the matter was resolved</p> <p>23.49 Financial Matters</p> <ul style="list-style-type: none"> a. To review and approve bank statements at July 4, 2023 b. To review and approve payment schedule to July 11, 2023 and make electronic payments c. To review spend vs budget YTD <p>It was proposed approve the bank statement, payment schedule and budget YTD. This was seconded, all remaining councillors voted to agree and the matter was resolved</p> <p>23.50 Councillor Reports (updates only – no decisions)</p> <ul style="list-style-type: none"> a. Ongoing Project <ul style="list-style-type: none"> i. ANPR project – ongoing will require community volunteers ii. Lease of Kemble Community Garden – currently with CD awaiting sign-off iii. Cycle Paths – GCC are applying for funds to do a feasibility study b. Highways including Residents Parking Scheme – GC to speak to Lisa Spivey to chase up removal of abandoned car and completion of yellow lines c. Police/Crime – A reminder to be vigilant with doors and windows in the summer to reduce burglary d. Village Appearance – it was noted the permissive paths have been trimmed e. Playground Inspections – noted recent inspection reports f. Road Safety – It was noted the road lines around the junctions have been repainted g. Youth facilities/plans – NTR h. Kemble Community Gardens – lease ongoing. The group have created an Instagram page and will provide content for the Parish Council website i. Kemble Airfield – NTR j. Cirencester Light Railway – see 22.43 k. Planning items to note: 	<p>MB/GC to complete asset inspection</p>
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<p>i. 23/01335/FUL Refurbishment and extension comprising extension to create additional guest accommodation, extension to dining and back of house areas, internal and external alterations, reconfiguration of car parking, together with associated works Wild Duck Inn Ewen Awaiting Decision</p>	
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Signature: _____ Date _____

KEMBLE & EWEN PARISH COUNCIL

Bank Reconciliation: July 2, 2023

Receipts June 3, 2023 – July 2, 2023

Date	From whom received	Particulars	Amount
05/06/2023	NS&I	Interest	16.94
15/06/2023	Commonwealth War Graves	Contribution to upkeep	56.00
02/07/2023	Santander	Interest	6.36

CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/23	£35,844.67
Receipts	£36,623.19
Payments	£7,463.00
New Cash Book balance	£65,004.86

RECONCILIATION TO BANK ACCOUNTS

Savings A/C balance b/f 06/04/23	£9,133.94
Business A/C balance b/f 06/04/23	£29,410.93
Bank a/c balances:	
Santander Savings Account 41987930	£9,150.99
Santander Business Account 41987928	£28,409.21
Lloyds Treasurers Account 43826568	£27,519.66
SUB TOTAL	£65,079.86
Adjustments	
Income not yet banked	£0.00
Unpresented cheques	£75.00
Other	£0.00
Cash Book balance	£65,004.86

Signature _____ Date: _____

Internal Control: Quarterly Cross Check of Bank a/c Balances to Statements (Due Sept 2023)

Signature _____ Date: _____

Payment Schedule:

Payments June 14, 2023 – July 11, 2023



Pay Method	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Authorisation Minute Reference	Budget
BACS	04/07/2023	S Broadley	Salary – June 2023	522.55	0.00	522.55	23.12e	Employee – Contained
BACS	04/07/2023	HMRC	PAYE Payment Ref: 214PN001916132401	2.00	0.00	2.00	23.12e	Employee - Contained
BACS	01/07/2023	Kemble Farms Ltd	Rent for Village Triangle Ref: SI13592	1.00	0.00	1.00	23.12g	Admin - Contained
BACS	04/07/2023	D Keicher	Contribution to Refreshments provided at July Litter Pick £75.00	75.00	0.00	75.00	23.12i	Litter – Contained

Chairman Signature: _____ Date: _____

2nd Cheque Signatory: _____ Date: _____