



KEMBLE & EWEN PARISH COUNCIL



Notice is hereby given that Councillors are summoned to attend the Annual Meeting of the Parish Council on Tuesday May 14, 2024 at 7pm in the Village Hall

Sarah Broadley, Parish Clerk Email: clerk@kembleandewen-pc.gov.uk 8 May 2024
Tel: 01285 770758

A handwritten signature in black ink, appearing to be 'SB'.

AGENDA

- 24.1 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office**
- 24.2 To elect the Vice Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office**
- 24.3 To hear any contributions from residents** [5 minutes per person maximum; not exceeding 30 minutes in total – refer to Public Participation Procedure [here](#)].
- 24.4 To receive report** from District Councillor and discuss district matters relating to Kemble & Ewen
- 24.5 To receive any apologies for absence**
- 24.6 To receive any declarations of interest and remind all councillors to ensure register of interest forms correct and up to date**
- 24.7 To approve the minutes of the meeting held on April 9, 2024**
- 24.8 To approve minutes of Planning Committee Meeting held on April 18, 2024**
- 24.9 To review committees, terms of reference and delegation**
- 24.10 To agree dates for meetings until May 2025**
- 24.11 To resolve to use the Power of General Competence and confirm eligibility**
- 24.12 To review and approve the following documentation:**
 - a. Standing Orders
 - b. Financial Regulations
 - c. Complaints Policy
 - d. Discipline & Grievance Policy & Dignity at Work
 - e. Privacy Policy (General & Staff/Volunteer)
 - f. Asset register (with adequate insurance in place)
 - g. Publication Scheme & Data retention
- 24.13 To review and approve the following subscriptions and regular spend for 2023/24:**
 - a. ICCM - £100 pa
 - b. GAPTC - £350pa
 - c. SLCC - £150pa
 - d. ICO - £35pa
 - e. Clerk – Monthly Salary as per NALC contract plus expenses up to £50 per month
 - f. Kemble Village Hall - Rent (£30pm)
 - g. Lease for Playing Field (£tbc), Kemble Triangle (£1) & Community Garden (£50)
 - h. Weekly Playground Inspections (£10 per inspection) & Quarterly Bench Inspections

- i. Monthly contribution to refreshments for litter pick (£75pm payable to D Keicher)
- j. Annual Insurance Premium (up to £2500)
- k. Annual website hosting charges (up to £600)

24.14 To review and approve clerk annual pay increase from SPC 15 – SPC 16 as per NALC contract

24.15 To review and approve the following payments:

- a. Pea Gravel for Cemetery Path £150

24.16 Financial Matters

- a. To review and approve the final year accounts for 2023-24
- b. To review and approve the internal audit report for 2023-24
- c. To review and approve the Annual Governance Statement for 2023-24
- d. To review and approve the accounting statement 2023-24
- e. To review and approve Bank Reconciliation at May 2, 2022
- f. To review and approve payment schedule to May 10, 2022

24.17 To review the following planning applications and agree response to CDC

- a. 23/03421/FUL | Change of use from dwelling to wedding venue - Variation of Condition 3 (28 days) of permission 20/04650/FUL to increase the number of days weddings can be held from 28 to 52 | Bittenham Springs Ewen – **New Details**
- b. 24/01112/FUL | Erection of single-storey rear extension | Rosevear Cottage 2 Old School Meadow West Lane Kemble Cirencester
- c. 24/01056/FUL | Replacement of windows and external doors, alterations to fenestration | Ewen Farm House Ewen

24.18 Councillor Reports/Items to Note

- a. Ongoing Project/Areas of Interest
 - i. Biker Nights at The Tavern Inn
 - ii. Village Hall
 - iii. ANPR
 - iv. Cycle Paths
 - v. Kemble at Play
 - vi. Village Archive
- b. Highways – GC
- c. Police/Crime & Airfield– DR
- d. Village Appearance & Playground Inspection – DD
- e. Road Safety - MB
- f. Youth Club update –
- g. Kemble Community Gardens – LN
- h. Cirencester Light Railway – LH
- i. Planning items to note:
 - i. 23/03788/FUL | Demolition of car port and rear extension and erection of two storey side and single storey rear extensions | Brunel Cottage Church Road Kemble | **Decided – Application Permit**
 - ii. 23/03950/FUL | Erection of detached garage and associated change of use of land to residential garden | Telling Barn Kemble Wick Kemble | **Decided – Application Permit**
 - iii. 23/04024/FUL | Extension to existing kitchen and reuse of the piggery to form a garden room | Mill Farmhouse Mill Farm Ewen | **Awaiting Decision**
 - iv. 24/00425/FUL | Erection of two storey/single storey rear extensions, front porch canopy, recess door on front elevation, amendments to fenestration, removal of chimney (retrospective), installation of solar panels/external boiler, amendments to vehicular access and associated works | The Old Church House Kemble | **Decided – Application Permit**
 - v. 24/00421/FUL | Removal of outbuilding and conservatory and erection of two storey side rear extension and replacement windows | 162 Church Road Kemble | **Awaiting Decision**

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- vi. 24/00827/FUL | Redevelopment of plot to create workshops, offices, storage and parking - Variation of condition 2 (Drawings) of permission 23/02925/FUL to enable amendments to design of approved scheme | Plot D3 Kemble Airfield Kemble | **Decided – Application Permit**
- vii. 24/00732/FUL | Erection of three dwellings, associated parking area, access and landscaping | Stanmore House Ewen | **Awaiting Decision**
- viii. 24/00849/FUL & 24/00850/LBC | Reorganisation of the internal layout. New construction to contain annex stairwell and WC. Modest extension to the existing lean to | Old Forge Ewen | **Awaiting Decision**

Parish Council Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights