



Minutes of the Meeting of the Parish Council
Held on Tuesday July 9, 2024 at 7pm in the Village Hall

- 24.38 To hear any contributions from residents** [5 minutes per person maximum; not exceeding 30 minutes in total – refer to Public Participation Procedure [here](#)].
- 24.39 To receive report** from District Councillor and discuss district matters relating to Kemble & Ewen
- 24.40 To receive any apologies for absence**
- 24.41 To receive any declarations of interest** - None
- 24.42 To approve the minutes of the annual meeting of the Parish held on May 21, 2024** – item adjourned,
- 24.43 To approve the minutes of the Parish Council meeting held on June 11, 2024** - It was proposed to accept these as a true and accurate record . This was seconded and all remaining councillors voted to agree and the **matter was resolved**
- 24.44 To review and agree actions required to progress lease of Community Garden** It was proposed to accept the heads of terms and request the lease. This was seconded and all remaining councillors voted to agree and the **matter was resolved**
- 24.45 To review and agree any actions regarding the Speedwatch camera installed in Ewen including review of quotes received for additional signage** – item adjourned
- 24.46 To review and agree next steps regarding permissive path signage (adjourned 24.30)** - item adjourned pending obtaining quotes
- 24.47 To review and agree actions required for renewal of the lease of the playing field and playground** - no actions currently required
- 24.48 To review and agree actions for the ongoing maintenance to the village(s) boundary fences and associated signs** – item adjourned pending obtaining quotes
- 24.49 To review and agree next steps for annual asset inspection and asset register update** - It was proposed that Cllrs Binks and Collins carry out the annual inspection and report back to council. This was seconded and all remaining councillors voted to agree and the **matter was resolved**
- 24.50 To review grant application from Kemble & Ewen Community Heart Beat Trust and agree actions required** - It was proposed to approve a grant of £75. This was seconded and all remaining councillors voted to agree and the **matter was resolved**
- 24.51 To review and approve the following documentation:**
- a. Financial Regulations
- It was proposed to approve this document. This was seconded and all remaining councillors voted to agree and the **matter was resolved**
- 24.52 To review and approve the following payments:**
- a. £4083.33 + VAT – Pond installation at Community Garden
 - b. £200 – Keith Harrison Strimming
 - c. £50 – Damaged stump removal – Austin Hind
 - d. £50 - lease for playing field – Kemble Farms

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

24.53 Financial Matters

- a. To review and approve Bank Reconciliation at May 2, 2024
- b. To review and approve Bank Reconciliation at June 2, 2024
- c. To review and approve Bank Reconciliation at July 2, 2024
- d. To review and approve payment schedule to July 9 11, 2024

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

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

- a. 24/01645/FUL | Full Application for Erection of a greenhouse at Westfield House Ewen

It was proposed to support this application. This was seconded and all remaining councillors voted to agree and the **matter was resolved**

24.55 Councillor Reports/Items to Note

- a. Highways – nothing to report
- b. Police/Crime & Airfield– nothing to report
- c. Village Appearance & Playground Inspection – Recent inspections noted
- d. Kemble Community Gardens – awaiting lease
- e. Planning items noted as follows:
 - i. 23/04024/FUL | Extension to existing kitchen and reuse of the piggery to form a garden room | Mill Farmhouse Mill Farm Ewen | **Application Permit**
 - ii. 24/00421/FUL | Removal of outbuilding and conservatory and erection of two storey side rear extension and replacement windows | 162 Church Road Kemble | **Application Withdrawn**
 - iii. 24/00732/FUL | Erection of three dwellings, associated parking area, access and landscaping | Stanmore House Ewen | **Application Refused**
 - iv. 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 | **Application Permit**
 - v. 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 | **Awaiting Decision**
 - vi. 24/01112/FUL | Erection of single-storey rear extension | Rosevear Cottage 2 Old School Meadow West Lane Kemble | **Application Permit**
 - vii. 24/01056/FUL | Replacement of windows and external doors, alterations to fenestration | Ewen Farm House Ewen | **Application Withdrawn**
 - viii. 24/01516/FUL | Full Application for Demolition of outbuildings, erection of replacement outbuilding at Honeystone House Ewen | **Awaiting Decision**
 - ix. 24/01651/TCONR | Works to trees in conservation areas for T1 Sycamore - fell to ground level T2 Goat Willow - reduce crown by up to 30%, crown thin by up to 10% T3 Lawson Cypress - fell to ground level at 137 West Lane Kemble | **Awaiting Decision**

Chairman Signature: _____ **Date:** _____

KEMBLE & EWEN PARISH COUNCIL

Bank Reconciliation: May 4, 2024



Receipts April 1, 2024 – May 4, 2024

Date	From whom received	Particulars	Amount
05/04/2024	NS&I	Interest	21.34
02/05/2024	Santander	Interest	25.80
10/04/2024		Burial Fees	210.00
18/04/2024	Cotswold District Council	Precept 1	24632.00
25/04/2024	Cotswold District Council	CIL	15404,47

Direct Debit Payments April 1, 2024 – May 4, 2024

Date	From whom received	Particulars	Amount
15/04/2024	ICO	Annual Fee	35.00

CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/24	£56,267.13
Receipts	£40,320.25
Payments	£1,981.29
New Cash Book balance	£94,606.09

RECONCILIATION TO BANK ACCOUNTS

Santander Savings Account 41987930 b/f 06/04/24	£30,093.23
Santander Business Account 41987928 b/f 06/04/24	£8,929.73
Lloyds Treasurers Account 43826568 b/f 06/04/24	£17,244.17

Bank a/c balances:

Santander Savings Account 41987930	£30,145.67
Santander Business Account 41987928	£8,916.07
Lloyds Treasurers Account 43826568	£55,544.35
SUB TOTAL	£94,606.09

Adjustments

Income not yet banked	£0.00
Unpresented cheques	£0.00
Other	£0.00

Cash Book balance £94,606.09

Youth Club

Opening Balance	£1,839.00
Interest	£0.00
Closing Balance	£1,839.00

Cash Book Balance £94,606.09

LESS RINGFENCED FUNDS

CIL	£32,191.98
Reserve for Playground	£17,000.00
Available Balance	£45,414.11

Date:

Signature _____

KEMBLE & EWEN PARISH COUNCIL

Bank Reconciliation: June 4, 2024



Receipts May 5, 2024 – June 4, 2024

Date	From whom received	Particulars	Amount
05/04/2024	NS&I	Interest	21.34
02/06/2024	Santander	Interest	20.66

CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/24	£56,267.13
Receipts	£40,367.59
Payments	£3,764.16
New Cash Book balance	£92,870.56

RECONCILIATION TO BANK ACCOUNTS

Santander Savings Account 41987930 b/f 06/04/24	£30,093.23
Santander Business Account 41987928 b/f 06/04/24	£8,929.73
Lloyds Treasurers Account 43826568 b/f 06/04/24	£17,244.17

Bank a/c balances:

Santander Savings Account 41987930	£30,172.35
Santander Business Account 41987928	£8,936.73
Lloyds Treasurers Account 43826568	£53,761.48
SUB TOTAL	£92,870.56

Adjustments

Income not yet banked	£0.00
Unpresented cheques	£0.00
Other	£0.00

Cash Book balance £92,870.56

Youth Club

Opening Balance	£1,839.00
Interest	£0.00
Closing Balance	£1,839.00

Cash Book Balance £92,870.56

LESS RINGFENCED FUNDS

CIL	£32,191.98
Reserve for Playground	£17,000.00
Available Balance	£43,678.58

Signature: _____ Date: _____

Internal Control Cross Check to Statements

Signature: _____ Date: _____

KEMBLE & EWEN PARISH COUNCIL

Bank Reconciliation: July 4, 2024



Receipts June 5, 2024 – July 4, 2024

Date	From whom received	Particulars	Amount
05/04/2024	NS&I	Interest	22.19
17/6/24	CommonWealth War	Annual Contribution	56.00
02/07/2024	Santander	Interest	25.84

CASH BOOK STATEMENT OF FUNDS

Cash Book balance b/f 06/04/24	£56,267.13
Receipts	£40,471.62
Payments	£5,960.91
New Cash Book balance	£90,777.84

RECONCILIATION TO BANK ACCOUNTS

Santander Savings Account 41987930 b/f 06/04/24	£30,093.23
Santander Business Account 41987928 b/f 06/04/24	£8,929.73
Lloyds Treasurers Account 43826568 b/f 06/04/24	£17,244.17
Bank a/c balances:	
Santander Savings Account 41987930	£30,198.19
Santander Business Account 41987928	£9,014.92
Lloyds Treasurers Account 43826568	£51,564.73
SUB TOTAL	£90,777.84
Adjustments	
Income not yet banked	£0.00
Unpresented cheques	£0.00
Other	£0.00
Cash Book balance	£90,777.84

Youth Club

Opening Balance	£1,839.00
Interest	£0.00
Closing Balance	£1,839.00

Cash Book Balance	£90,777.84
LESS RINGFENCED FUNDS	
CIL	£32,191.98
Reserve for Playground	£17,000.00
Available Balance	£41,585.86

Signature: _____ Date: _____

Payment Schedule:

Payments June 12, 2024 to July 9, 2024

Pay Method	Invoice Date	To	Purpose	NET (£)	VAT (£)	GROSS (£)	Authorisation Minute Reference	Budget
BACS 40-23-01 31181203	4/7/2024	S Broadley	Salary – June 2024	555.35	0.00	555.35	24.13d	Employee - contained
BACS 08-32-10 12001039	4/7/2024	HMRC	PAYE Payment Ref: 214PN001916132401	8.20	0.00	8.20	24.13d	Employee - Contained
BACS 11-10-10 00065481	1/07/2024	D Keicher	Contribution to Refreshments provided at July Litter Pick £75.	75.00	0.00	75.00	24.13i	Litter – Contained
BACS 40-31-07 8113241 5	02/07/2024	Keith Harrison	Strimming of Permissive paths around village carried out on 15/6/24	200.00	0.00	200.00	24.51b	Village Environment – Contained
60-83-71 82015189		Mr Austin G Hind	Playground Inspections April – June 2024 Stump Removal exercise trail	160.00	0.00	160.00	24.13h 24.51c	Playground - Contained
BACS 20-84-58 00652350	5/7/24	Willow Gardening Services	General grass cutting as per contract for June 2024. Date of visit: 10 th June 2024 24 th June 2024	625.00	125.00	750.00	Contract	Grass Cutting - Contained
BACS 04297202 09-01-50	17/06/2024	Aquatic Management Services Ltd	Pond installation at Kemble Community Garden	4083.33	816.67	4900.00	23.105c/24.51a	Community Garden - Overspend
BACS 30-92-06, 00977339	10/07/2024	Kemble Farms Ltd	Triangle 01/07/2024 - 30/06/2025 - £1 Playground 10/07/2024 - 09/07/2025 £50 Ref V136&V345/KPC	51.00	0.00	51.00	24.13g 24.51d	Playground - contained