

KEMPSFORD PARISH COUNCIL

Clerk: Teresa Griffin, Winterwood, Whelford, Fairford, Glos. GL7 4EB

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To all Parish Councillors

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, religion and any disability), Crime and Disorder, Health and Safety, and Human Rights.

D R A F T

Minutes from the Parish Council Meeting of Monday 19th January 2026

Present:

Cllr Stephen Andrews (Chair)
Cllr Karen Saunders
Cllr Debbie Watson

Christine Nugent
GCC Cllr Dom Morris
Teresa Griffin (KPC Clerk)

Member of the public:-
Helen Cheese-Probert
Sarah Newman

1. **Apologies:** John O'Connell
2. **Minutes:** Minutes of the Parish Council Meeting held on 15th December 2025 were approved.
3. **Disclosure of member's interests:** None
4. **Dispensation requests:** None
5. **Matters Arising:** None
6. **Questions from members of the public:**
 - Sarah Newman advised that she has been communicating with CD Cllr Tristan Wilkinson regarding the ongoing planning breaches at Paradise concerning the parking of a motorhome and parking in general, and was hoping he would be in attendance this evening to obtain an update.
The Chair advised that we have not been party to these communications, but we had identified potential issues and are seeking advice from the planning authority on what is, or is not, allowed.
Helen Cheese-Probert apologised for allowing the vehicle to be parked there and advised it will be removed before the 31st January 2026. Following some requests from guests of the shepherd's huts that they wish to park by the huts, rather than the designated area, I mentioned this to the officer from CDC when she visited and she said 'that seems okay'.
 - Helen Cheese-Probert reported that she has been quite disturbed by the interest in her property and there have been occasions when people have been seen wandering through her garden and field.
7. **County Councillor's Report – Cllr Dom Morris reported:** -
 - I haven't seen much on devolution or any decisions
 - With regards to the Budget for 26/27, a 5% council tax rise is proposed. The Lib Dem administration are borrowing £15 million for highways works. £2 or £3 million will be taken from road resurfacing to fund road safety projects including the '20's plenty' scheme. There is also a lot of uncertainty about rural bus routes.
 - I raised questions at the last full council meeting regarding Fairford Fire Station. There are issues concerning a lack of senior leaders, retention and kit. A visit to the station is planned for later this month.
 - Has there been any response from the Cabinet Member regarding the invitation to visit Kempsford to discuss quarrying and flooding? The Clerk advised there has been no response and will chase up this week.
 - The Clerk advised that they are still awaiting a replacement working camera to replace the one damaged at Whelford during the roadworks.
 - Stephen Andrews advised that signs and cones from the collapsing section of road outside Kempsford House have been removed. We need to verify that it is not Highways that have removed them and if they are still meant to be there.
8. **Local District Councillor's Report – Not present.**

9. Kempstord Parish Council

1. Assertion 10 of Annual Governance Statement 2025/26 – The main requirements include –
 - Data Protection & Compliance: Active compliance with UK GDPR and Data Protection Act 2018, including lawful, fair, and secure handling of personal data – *We have GDPR Policy and it is currently being reviewed.*
 - Digital Presence & Security: Use of a council-owned domain for email (e.g., clerk@parishcouncil.gov.uk) rather than personal accounts – *Comply.*
 - Website Accessibility: Ensuring the public-facing website meets accessibility standards – *Compliance confirmed by website provider.*
 - IT Policy & Management: Implementing an IT Policy (1.54) for managing technology, cybersecurity, and data protection – *currently being worked on.*
 - Information Governance: Demonstrating control over how personal data is processed, stored, and shared – *To be reviewed before February meeting.*
 - Training: Regular, relevant training for councillors and staff on data protection and IT usage – *Under review.*
2. Updates from meetings attended and working groups –
 - Kempstord Village Hall – minutes circulated by email.
 - Meeting with tree and hedge contractors – The Chair and Clerk met with a company to request a quotation for tree and hedging works at Hazel View, land parcel at end of Holford Crescent and an area at Dunfield.
 - GAPTC Devolution Working Group meeting – Stephen Andrews advised that things have gone quiet and believes this is due to all the parishes responding to the Local Plan Consultations and getting their plans in order. GAPTC will be looking to get more information from Town and Parish Councils so they are ready when the need to discuss areas and neighbourhoods arises.
3. Residents reports to Councillors –
 - Karen Saunders reported that there have been instances of anti-social behaviour in the Hazel View car park where items had been thrown at neighbouring sheds/buildings and cars. If the problem continues, we may need to consider CCTV in addition to signage.
 - Debbie Watson advised that there is a tree in the cemetery which is pushing the wall out. Stephen Andrews to find out from the PCC Secretary if the tree is part of the proposed works being undertaken at the beginning of March.

10. Planning, Policies & Licensing:

Ref.	Location	Proposal	Decision
25/04076/FUL	Lime Tree House, High St. Kempstord	Full application for erection of storage shed in rear garden	No comments

11. Consultations:

- Reg 18 Local Plan Consultation – A response was submitted which drew a balance between, as a rural settlement, only being allowed under the current policy to have 10 social houses, and making the point that for the school, village hall etc., that at some point, a small development may help to support these (similar to Hazel View). The reasoning being, that we do not want no expansion being allowed for the next 20 years, i.e., the lifetime of the Local Plan, because of a matter of policy. A balanced number that is to the benefit of the village is preferred.
- CDC Budget Consultation – Our response was, that as no financial numbers were provided, no cost/benefit analysis could be done as part of the consultation.

12. Finance

1. The following bills paid between meetings were approved: -

002565	Police & Crime Commission (ASW ltrs 1/7 – 30/9 173)	£121.10
	Lloyds Bank (monthly service fee & chgs)	£7.57

The following bills were approved to be paid: -

002566	R Caswell (Maintenance 1/1 – 31/12)	£213.75
002567	Countrywide Grounds (Jan grass mthly chg)	£332.50 inc. VAT
002568	SLCC (membership renewal)	£200.00
002569	T Griffin (Exp's – SSE, MS Cloud, gift for Mark)	£110.01 inc. VAT
002570	T Griffin (wages & use of home)	£969.30
002571	HMRC (Emp'ee NI)	£80.14

Receipts since last meeting

Bank Interest	£37.93
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2. Finance Reports – The monthly Finance Report consisting of bills to be paid, receipts received, bank reconciliation and income/expenditure vs budget was received and agreed.
3. Appointment of Internal Auditor for financial year ending 31st March 2026 – It was resolved to appoint Vanessa Lawrence as independent auditor for the financial year ending 31st March 2026.
4. Karen Saunders inspected the books and financial records on the 16th January 2026. Everything is in order and the internal control check list was completed.

13. Clerks Report –

- Kempsford Quarry – The leaking of water from the interception ditch in to Phase 2A was reported to the Quarry Manager, together with a request for lorries not to park at the entrance to the unclassified highway by the quarry entrance.

14. Correspondence –

- All correspondence received via email has been circulated.
- Extension of Temporary Footpath Closures BKD34 and BKD28 – noted.

15. To note date of next meeting – Monday 16th February 2026 at 7.00pm at Kempsford Village Hall

Copies:- Mrs Nugent, Mrs Saunders, Mr O'Connell, Mr Andrews, Mrs Watson, CD.Cllrs, C.Cllrs.

Meeting ended at 8.20pm

Appendix A

Kempsford Parish Council - Attendance Report		12 months to: Jan-26
Name	Attendance	Attendance Percentage
Dom Morris (GCC)	5/12	42%
Helene Mansilla (CDC)	2/12	17%
Tristan Wilkinson (CDC)	4/12	33%
John O'Connell (KPC - Vice Chair)	11/12	92%
Christine Nugent (KPC)	8/12	67%
Karen Saunders (KPC)	12/12	100%
Stephen Andrews (KPC Chair)	12/12	100%
Debbie Watson (KPC)	12/12	100%