

# 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.

Minutes from the Parish Council Meeting of Tuesday 21<sup>st</sup> November 2023

Present:

Mark Strange (Chair)

Stephen Andrews

Neil Green

Karen Saunders

John O'Connell

Debbie Watson

Teresa Griffin (Clerk)

Members of public:

Andy Lee

1. **Apologies:** Helene Mansilla, Dom Morris and Christine Nugent
2. **Minutes:** Minutes of the Parish Council Meeting held on 17<sup>th</sup> October 2023 were approved.
3. **Disclosure of member's interests:** Stephen Andrews declared an interest during Item 6 'Residents Reports to Councillors' concerning overgrown hedges.
4. **Dispensation requests:** None
5. **Matters Arising:**
6. **Questions from members of the public:** Andy Lee had been invited to discuss the request from the Kempsford CSW Group for AutoSpeedWatch (ASW) cameras – see Item 9.1 below.
7. **County Councillor's Report:** Not Present.
8. **District Councillors Report:** - Written report from Councillor Mansilla circulated by email prior to the meeting. A letter from Clare Muir, who resigned earlier this month, was received and read out by the Chair. Mark to reply thanking Clare for all her help since being elected.
9. **Kempsford Parish Council**
  1. **Community Speed Watch, ASW cameras and other traffic calming measures** – Previously the Parish Council had agreed that data from the Smiley face sign and CSW session data from end of July to mid-September did not warrant the installation of ASW cameras. It does accept there is speeding but felt that other measures may be more helpful in addressing the particular concerns. These were discussed, including painted roundels and improved signage at the Dunfield turn.  
Andy Lee provided an overview of the CSW sessions, locations and perception of the issues particularly in respect of Top Road, Kempsford.  
It was agreed that Andy would provide a summary of the most recent CSW session data. The Clerk will check approval from the Police to turn the Smiley Face sign around so data from the opposite direction of travel can be obtained. A meeting with the Local Highways Manager will be requested to discuss other measures.
  2. **Parish Council Facebook page and Social Media Policy** – A Facebook page has been set up with the Chair and Clerk responsible for posting and managing it. It was agreed to start posting more important news and advertise the new page in a month or so time. It was agreed to adopt the drafted Social Media Policy and publish it on the website.
  3. **Short Mat Bowls Grant Application - Further** information has been forwarded following advice from the Short Mat Bowls Association and other club organisers. The Gresham Wells Trust has offered a contribution towards the purchase of the equipment. It was agreed to purchase the Verdemat Introductory Package at a cost of £1,438.80 including VAT and delivery – Clerk to order. The newly formed Group will be requested to provide a report at the Annual Parish Meeting.
  4. **2024 Parish Council Meeting Dates** – The list of proposed meeting dates were agreed and noted that the February meeting will be held at Whelford Village Hall. Clerk to publish and send a copy to the Village Hall Booking Secretary. A date for the Annual Parish Meeting has not yet been decided and it was agreed to chase up GRCC regarding the Housing Needs Survey so the meeting could follow on from the survey findings and any decision to proceed with a NDP.
  5. **Updates from meetings attended and working groups** –
    - a) Kempsford Village Hall – notes from the meeting have been circulated by email.
    - b) Lakes by Yoo – Notes from the meeting held on the 14<sup>th</sup> November have been circulated. The Multi-use path boards are now on display at Kempsford Village Hall. Karen was asked about the leisure facilities as a resident was under the impression it had been scrapped. Stephen explained that the facilities are linked to the development and have to be provided upon a set number of occupied properties. Discussions with CDC have now resumed.

- c) Weymouth Trust – Neil reported the role numbers at the school have increased to 90 from 75, and this includes 10 from the Base – 4 from Fairford and 6 from Brize Norton.
- d) Hazel View community facilities – Teresa and Stephen met with a contractor today to discuss the sports pitch and car park. They will be providing a report and quotation by the end of next week. The next meeting with GCC and CDC is scheduled to be held on the 6<sup>th</sup> December.
- e) Kempsford School – Mark met with the new school head teacher and she is keen to be involved with the discussions regarding the sports pitch.
- f) RIAT – Mark met with Matthew Davies to discuss ideas on how the RAFCTE could engage and contribute to the local community. Matthew has since been in touch with the Vicar to discuss the Church toilet project and it was noted they had provided tickets as a prize for the Craft Fair raffle.
- g) Quarry Liaison Meeting – It was agreed that the new management have a better understanding of the hydrology issues and are keen to improve things.
- h) Neil met with the business manager at Farmor’s School to discuss printing of our Parish Newsletter. They are very interested in doing it, but due to staffing issues it would not be possible until the start of the 2024/25 academic year.

**6. Residents reports to Councillors –**

- Debbie Watson reported that a resident received a letter from Gloucestershire Highways concerning his overgrown hedge and that if it was not done they would do the work and charge him. There are several other areas in Kempsford that are a problem. Debbie to provide photographs and addresses to the Clerk so a polite reminder letter can be sent. Stephen Andrews declared an interest due to an overgrown hedge at his property.
- Karen Saunders reported that highways will be investigating the culvert under the road close to Queen’s Cottage in Whelford to see if there is a blockage. This is not related to the recently notified bridge works proposed to be carried out in February. Gloucestershire Highways have not replied to our request for further information on the works.
- Christine Nugent received calls from two residents reporting that following the recent heavy rain they had been unable to use their downstairs toilets. It has been reported to Thames Water and they were advised of the Flood Meeting being held this coming Friday. It was noted that Thames Water has had tankers assisting with removal of sewerage/waste water.
- John O’Connell reported that a resident of Broadway Close had raised concern about noise from the building site on the former Cross Tree Crescent site. They said it was promised the new houses would have frosted glass in their rear windows. It was agreed they should check the approved plans on the CDC website.
- Alvin Hill sent a letter of thanks for the British Legion donation.
- The Clerk reported that a resident has queried whether Lakes by Yoo have a license for providing entertainment at the Lakes Kitchen. He was advised to contact CDC Licencing and we will ask for clarification at the next Lakes by Yoo meeting.
- Thames Water has been digging a trench across the newly resurfaced road at Whelford. A resident has written to Dom Morris asking why the works were not carried out prior to the resurfacing. The Clerk has emailed Gloucestershire Highways to ask if the works were scheduled, or emergency works. No reply has been received to date.

**10. Planning, Policies and Licensing –**

LA	Ref.	Location	Proposal	Decision
CDC	23/03547/TCONR	Manor Lodge, High Street, Kempsford	Works to trees in conservation area for complete removal of Sycamore	No objection
WC	Wiltshire Local Plan		Consultation on the pre-submission draft Wiltshire Local Plan	No comment

- Steve from Whelford Pools Fishing Lakes will be submitting a planning application shortly and would like to invite councillors to visit the site and discuss his proposals. Clerk to arrange a date.
- Stephen Andrews advised that Natural England has submitted a comment to The Wern planning applications requesting an extension to the consultation deadline. The Planning Officer has advised we should have until the end of the month to submit a response.

**11. Finance**

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

002372	Royal British Legion (donation)	£100.00
002373	Viking Direct (printer toner & paper)	£74.48 inc. VAT

The following bills were approved to be paid:-

002374	Signs of Cheshire (Church noticeboard deposit)	£423.00 inc. VAT
002375	M Dyball (Willow Gardening) – Kempsford grass October	£480.00
002376	T Griffin (Wages, inc. pay increase backpay & use of home)	£833.60
002377	HMRC (PAYE)	£178.88
002378	SLCC (membership renewal)	£148.00

Receipts since last meeting:

Bank Interest	£81.86
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Note: The LGA have announced new pay rates for the year 1 April 2023 to 31 March 2024 and the changes have been reflected in the Clerks wages this month.

The Chair to formally write to the Clerk advising that for SCP 23 the hourly rate will increase by £1 to £16.67 per hour.

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. Council resolved to appoint GAPTC as Independent Auditors for the financial year ending 31st March 2024.
  4. Budget 2024/25 – A draft to be prepared for the next meeting. Council discussed any new expenditure that is likely to arise. It was suggested a new quote be obtained for grass-cutting the Hazel View area should it be transferred to the Parish Council. The multi-use path needs to be considered.
  5. Lloyds Bank has confirmed that the signatory mandate form changes are complete.
  6. The Clerk reported that the ASW camera at Whelford has been un-operational for most of the time lately due to low battery from the solar panel. It was agreed that when the new poles are installed, a solar booster will be required to improve the operational up-time. The cost is £93.25 per booster.
12. **Clerks Report** – Nothing to report.
13. **Correspondence** –  
– All correspondence received via email has been circulated. Magazines and literature distributed.
14. **Date of next meeting** –12<sup>th</sup> December 2023 at Kempsford Village Hall

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

Meeting ended at 9:45pm