

Minutes



Kemble & Ewen Parish Council

Minutes of the **Annual Meeting** of the Parish Council held on **Friday 25 May 2012 at 7.30pm in Kemble Village Hall.**

Present: Parish Councillors – R Pettit (Chairman), D Ball, M Binks, A Dyke,
L Napper, G Somerville, S Sorabjee

Clerk: N Spindler

4 members of the public

1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office

Roger Pettit was unanimously elected as Chairman

2. To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office

David Ball was unanimously elected as Vice Chairman

3. To receive any apologies for absence

Apologies were received from Cllr. Collins and District Cllr. Birch.

4. To receive any declarations of interest

Cllrs Ball and Sorabjee in item 8a, and 8 b re Smerrill Farm
Cllr Dyke declared an interest over item 8b re Grey Gables.

Adjournment

Mr and Mrs Edward Wolton described the plans they were considering for their family home, and Mr Wolton projected slides of the design and site layout, answering questions about the driveway access and impact on neighbours. RP thanked them for the presentation and GS noted that the plans represented a significant improvement.

Report from guest speaker Councillor Vernon Smith – this did not take place as Cllr Smith could not attend, and will be arranged for another time. ACTION – GS to re-invite.

Apologies had been received in advance from District Councillor John Birch who gave a report at the Annual Parish Meeting on 11 May.

5. To approve the minutes of the last regular meeting held on 13 April 2012, and the additional meeting held on 23 April 2012

Both sets of minutes were approved and signed as a true record.

6. Updates on matters arising from previous meetings:

- a. Station Road & Windmill Road improvements – update on completion of painted ‘hockey sticks’, dropped kerbs and repairs near station entrance – GS reported that she and RP had recently met Scott Macauley-Lowe, the new Local Highways Manager for Cotswold South, whose report had arrived by email today and would be circulated. ACTION –Clerk. RP said that he was concerned that there was a potential allocation of costs for larger works 50:50 with the PC - which was like asking residents to pay twice. This would be raised with Cllr Vernon Smith in due course. It was noted that some road patching had been completed recently.
- b. Discuss report on S106 (Station Road) grant, additional grant possibilities, and play area improvements – GS had met a Peter O’Toole from Playquest earlier this week with AD and RP to consider new items like zip wire, swing exercise equipment and a football wall. They had surveyed the space required. RP would mark up a copy of plans provided by the Clerk, and pass it to DB. ACTION - The installation would be done in the summer holidays, GS has the funding form and RP will speak to the headmaster Chris Connors about checking the children’s’ preferences.
- c. Kemble Station
 - update on garden improvement and car parking expansion – RP said the lady planning the improvements had now been promised a letter from Prince Charles, which was expected to be supportive. No further developments on parking
 - update on contact with Conservation Officer – LN has had no further contact and will update at the next meeting. It was noted that the quarterly Network Rail update was due in July, and LN will contact the previous visitors.
- d. Ewen Electricity Sub Station update – SS had recently spoken to the project manager and team leader, and they were awaiting confirmation about the required land purchase from the company’s solicitors. ACTION - RP said he would find out who WPD’s solicitor is if SS would draft a letter to chase.
- e. War Memorial registration and report on stonemason visit – GC had sent apologies so carried forward.
- f. Update on quotes for Cemetery grass treatment – NS had circulated recommendations from those who mow the village and the cemetery, and it was agreed not to take any action this year, though treatment early in 2013 might be appropriate.

7. To agree distribution of roles and duties

This was agreed as below:

• Airfield liaison	Sohrab Sorabjee
• Cemetery & war graves	George Collins
• Finance	George Collins
• Public and permissive Footpaths	David Ball
• Grass cutting	David Ball
• Highways & road safety	Amy Dyke and Gabi Somerville
• Kemble Community Gardens	Lester Napper
• Planning	R Pettit, M Binks, G Collins, G Somerville and S Sorabjee
• Playing field and play area	Amy Dyke
• Police and neighbourhood watch	Lester Napper
• Publicity	M Binks – Parish Magazine; Clerk – Pat Ayres; tbd - newspapers
• Quality council	George Collins
• Schools liaison	Michael Binks
• Railway + Thames canal	Lester Napper
• Tree warden	David Ball
• Village Hall Committee	Michael Binks
• Web site	Michael Binks
• Youth liaison	George Collins

8. Planning matters

a. Top Farm proposal

Top Farm proposed residential development – update from sub-committee on responses sent and action taken since 13 April council meeting
RP reported on a brief meeting the previous Monday to review the content of the submission of a Statement of Case, which is due to be sent to the Planning Inspectorate next Monday.

b. Other planning items

[12/01499/FUL](#)

Date: 27 April 2012

Location: Little Haynes Barn, Kemble, Cirencester, Gloucestershire, GL7 6BS,

Proposal: Application for a pair of solid gates in place of the approved 5-bar gate

Response for ratification: Object in principle on same basis as Clayfurlong Barns opposite, that 5-bar gates are the appropriate local style.

RATIFIED

[12/01261/FUL](#)

Date: 01 May 2012

Location: Grey Gables, School Road, Kemble, GL7 6AD

Proposal: Erection of replacement dwelling. Pitched roof to existing garage

Deadline: 31 May

SUPPORT

[12/00901/FUL](#)

Date: 02 May 2012 (new details)

Location: The Byre, Mill Farm, Main Street, Ewen, GL7 6BT

Proposal: Proposed Extension

Response for ratification: Objection confirmed following sight of revised plans. Reasons as already advised. It is still a very large extension to a small building in a highly visible place at the entrance to Ewen.

RATIFIED

[11/03657/FUL](#)

Date: 08 May 2012 (new data re collection of rainwater only)

Location: Smerrill Barn, Kemble Road, Cirencester, Gloucestershire, GL7 6BW

Proposal: Erection of two agricultural buildings and slurry storage

No response needed

DECISIONS for information (noted by the meeting): -

Application: [12/02025/NONMAT](#)

Date decided: 18 May 2012

Decision: Application Permit

Location: The Mill, Main Street, Ewen, Gloucestershire, GL7 6BT,

Proposal: Non-material amendment to 10/04438/FUL for the installation of solar panels onto the south facing roof of the stables

Application: [12/00807/FUL](#)

Date decided: 15 May 2012

Decision: Application Permit

Location: North West Of Kemble Village, Land Parcel Off, Windmill Road, Kemble

Proposal: Construction of a clay-lined slurry lagoon to provide 6,000 m3 capacity for the on-site storage of farm slurry

c. Cotswold Airport, Kemble 12/00105/S73A

Update on any developments since postponement of Liaison meeting on Tuesday 20 March with Wiltshire Council re Planning Application at Cotswold Airport, Kemble
RP reported no further information has been received.

9. Agree Business Plan & Budget 2011-12

It was agreed that this now reflects the overall view and was unanimously supported.

10. Finance matters

- a. Receive finance summary and approve accounts for cheque payment
Agreed
- b. To approve accounting statement and annual governance statement
The Clerk described the importance of this statement and the items the Council had to consider as part of the audit process. Approved, subject to approval of internal auditor – see item 6f.
- c. To review and adopt financial regulations
- d. To review risk assessment and management
- e. To review asset list
Agreed that items c, d and e to be reviewed and carried forward as is until the next meeting. ACTION – Asset register to be circulated by Clerk
- f. To confirm appointment of Peter Newman as internal auditor
Agreed. Clerk advised that internal audit was now due on 31 May
- g. To review the Council insurance policy and discuss/decide on alterations
Agreed to renew for three years with Came & Co., and to take advantage of 16 months cover for the price of 12, as this also moves renewal to October, rather than clashing with year-end and audit as at present.

11. To fix the dates and times of ordinary meetings of the Council and Committees for the ensuing year

Agreed to hold meetings approx. every 6 weeks as before, avoiding meeting in August and December. Clerk to circulate proposed dates for confirmation, and reserve with Village Hall.

12. Any other business subject to the Chairman's approval

- a. Ewen bus shelter – this had become splashed with mud following recent wet weather and building works. ACTION Clerk to ask Village Orderly if he would like extra work to do this.
- b. GS asked if there was any prospect of a group (like Sustrans) organising the old railway lines being reopened or reused. DB said he thought it unlikely because not all the landowners would agree.
- c. AD mentioned a recent letter to parents from the Kemble Primary School about pairing the school with its equivalent in Siddington to share headmasters. Agreed would find out more at forthcoming school meeting and informal chat with headmaster.
- d. MB said the Ewen bus shelter notice board was still having items removed or destroyed possible due to bad weather but more likely vandalism. DB offered to look at providing a lockable Perspex screen to protect the more formal notices (parish council and neighbourhood watch) on what is otherwise a public board.
- e. MB mentioned the beech hedge at Brooke House had grown so much it was a potential risk to pedestrians on a blind bend. Suggested Clerk should contact residents to ask if this could be attended to.
- f. LN said the Neighbourhood Watch meet regularly, and he will be taking the next minutes so will update this meeting. At the last meeting, no police representatives turned up.