



## Kemble & Ewen Parish Council

Minutes of the Meeting of Kemble & Ewen Parish Council held on Friday 23<sup>rd</sup> February 2007 at 7.30pm in Kemble Village Hall.

Present: Councillor R Pettit, Chairman  
Councillor D Ball, Vice Chairman  
Councillor J Courts  
Councillor L Hetherington

Councillor S. Sorabjee  
Councillor G Moreman  
Councillor G Collins

In attendance: John Birch, District Councillor  
1 member of the public

Isobel Yates, Clerk

**1. Acceptance of apologies for absence.** Apologies were accepted from Councillor Mark Bainbridge (work commitment) & Councillor C Brann (holiday).

**2. Receipt of Declarations of Interest. The following councillors declared interests:** DB in item 15.2.5 (Finance – reimbursement), JC in item 15.2.8 (Finance – reimbursement), GM in item 8 (Kemble Airfield) & GC in item 10 (Grant application from Parish Magazine).

**3. Approval and Signing of the Minutes of the Previous Meeting.** The Minutes of the meeting held on Friday 12<sup>th</sup> January 2007 were approved, and signed by the Chairman.

**4. Report on matters arising from the minutes - items not on the agenda.**

**Oct06/4** Thames information board at Clayfurlong Bridge– GM had received suggestions for the text from the National Trails Office. GM to contact design companies for outline proposals. **C/f.**

**Jan07/7** Letter sent by JC to Ruth Kelly re dependants' support costs for councillors.

**5. Report on recycling bins at the station.** John Birch reported that First Great Western had not responded to his emails – he would continue to chase a response & press for retention of the site. In the meantime, JB to raise with Cotswold District Council (CDC) the possible use of their land behind the new development in Station Road as an alternative site.

**6. Movement of soil at Kemble Cemetery.** JB reported that Rob Bull, CDC Engineer, had visited the Cemetery & had asked for a meeting on site.

**Feb07/1** IY to speak to Colin Rank about meeting Rob Bull.

**7. Report on the Station Car Park.** JB reported that dates for the work to start had not been forthcoming from Network Rail or FGW. He suggested that pressure to commit to this could be applied at the proposed meeting with the rail operator to discuss the Kemble Cutting operation.

**8. Regularisation of Planning Matters at Kemble Airfield.** JB reported that the Airfield's Management had submitted new information to CDC & that this was now being considered by the District Council's legal advisers in London.

**9. Highways.**

**9.1 Emergency Vehicle Access to Abbots Way Bungalows.** IY confirmed Marcus Kitchen had asked the developers for access points to be left open between the boundary of the Station Road development & the track which runs behind the bungalows. He had not received a reply & had advised IY that he had no authority to ask for this to be undertaken by Redcliffe Homes.

**Feb07/2** RP to write to the Managing Director, Redcliffe Homes, asking for both access points to be kept open.

**9.2 Report on County Highways Matters.** LH reported that she was still waiting for Highways to confirm when the warning sign would be installed on Windmill Road.

**9.3 Update on the Traffic Group.** LH reported that the next meeting would be held on 13<sup>th</sup> March. 8 volunteers had come forward to join the Group. Mr Tyler from Windmill Road had also been invited as the Windmill Road verge was an agenda item. RP congratulated LH on the excellent progress being made on Highways' matters.

**10. Decision on the Community Fund Application from the Parish Magazine.** RP confirmed that the proposal from MB to offer a reconditioned computer donated by a business contact had not met the need. In the circumstances, RP had felt it appropriate to come up with another alternative, which was to fund a new computer. GC had managed to source one for approx £210 which would be installed within the next few days. The budget to come from Contingencies. RP asked for the meeting's approval of this spend, which was given unanimously. Payment to be arranged on receipt of the invoice from GC to the Clerk.

## **11. Kemble At Play.**

**11.1 Report on the Cycle Track location & funding.** SS & DB reported that there had been a site meeting with Playworld Systems, the proposed supplier, at which a detailed plan of the layout had not been available. This was a cause of concern. It was agreed that the supplier should be asked to provide references relating to other installations which could be visited by KAP, in addition to the layout plan, before the proposal went further. It was noted that a revised quote had been received (increasing the overall cost by £150 to £16,000).

**11.2 Access Point from Windmill Park.** LH confirmed that a meeting on site had been arranged with County Highways to discuss an appropriate access point from the Park to Windmill Road.

**12 PUBLIC RECESS.** A resident from Kemble Wick raised many concerns about the work being done by Network Rail along the Kemble Cutting. See notes of the discussion with John Birch which follow the Minutes.

## **13. Planning.**

**13.1 Planning Committee's Report.** The report was noted. JB confirmed that most District Councillors had expressed unease about the pre-application works at Brookside during the Planning Regulatory Committee Meeting in January but, nevertheless, the applications had been approved. He advised that a Conservation Officer had visited the property in the last week at the invitation of the owner to see the internal works, & had taken the opportunity to assess the continuing works in the garden, which included a balustrade along the river bank. He undertook to follow up on a press report in the Gloucestershire Echo about the house, now renamed Brook House, being turned into a hotel. He also took on board concerns about a possible intention to have a landing site for a helicopter at the property.

**13.2 Agree response to CT.8617 - overhead power line to Clayfurlong Barns.** This application was considered by the full council. It was unanimously agreed by the meeting to object on the grounds that an overhead line would be an eyesore & wholly inappropriate for the setting, a Special Landscape Area. It was noted that as Central Networks were currently replacing overhead lines with underground cables in Ewen, it would be straightforward to do a similar job in this case.

**13.3 41 Clayfurlong Grove, Kemble.** RP reported that an impasse had been reached, where the County Council was insisting that the enforcement of Highways conditions was a matter for the District Council & vice versa. JB undertook to follow up with Enforcement & Building Control the matter of rooms being put into the roof space, increasing it from a 3 to 5 bedroom property.

**14. Update on the Parish Plan.** JC was very pleased that around 50 residents had come to the recent Open Evening to launch the results of the Questionnaire. People had come forward to set up a Theatre Club & to take part in a group looking at the Community Café ideas. Unfortunately there were no volunteers for the Youth Club. JC reported that the Action Plan was now finalised, with the flier to be signed off at the next PC meeting in March. Following discussion, it was agreed that a Parish Plan booklet would also be produced with the remaining grant money This would be useful as a lobbying document in the future & could be given to every household to provide an overview of the whole project.

**Feb07/3 JC to discuss booklet with CB.**

**15. Finance.**

**15.1 Financial Report.** The report was noted. The Clerk advised the meeting that a full VAT refund of £1,571.47 had been received since the report was produced. The Clerk confirmed that the total year spend on Grass cutting & Verges was £4,100 excluding VAT – an incorrect figure of £4,275 appeared on the report which had included an element of VAT.

**15.2 Schedule of Accounts for payment.** It was agreed by the meeting that Brian Robbins should be paid for 6 weeks work although snow had prevented one week's check of the Field. SS proposed & GM seconded that the following accounts be paid – this was approved by the meeting:

15.2.1	I Yates 5 hrs/wk @ £9.348/hr x 6wks + printer cartridge	£280.44 £69.31	Cheq 73 LGA 1972 s112 LGA 1972 s111
15.2.2	J Telling 4hrs/wk @ £5.05/hr x 6wks	£128 40	cheq 74 LGA 1972 s112
15.2.3	B Robbins 1hr/wk @£7.00/hr x 6wks	£42.00	cheq 75 LGA 1972 s112
15.2.4	Hailey Wood Sawmills: 8 oak posts war memorial	£94.00	Cheq 76 War Memorials Act 1923 s1
15.2.5	David Ball: postage for grass cutting contract	£3.70	cheq 77 LGA 1972 s111
15.2.6	Update pages for Working with your Council - SLCC	£19.50	Cheq 78 LGA 1972 s111
15.2.7	Renewal of Subs - SLCC	£65.00	Cheq 79 LGA 1972 s111
15.2.8	Jenny Courts: Parish Plan public meeting refreshments & printing	£46.18	Cheq 80 LGA 1972 s111
15.2.9	J M Rayment: winner of Parish Questionnaire prize draw	£50.00	Cheq 81 LGA 1972 s142
15.2.10	GAPTC: Subs renewal	£155.29	Cheq 82 LGA 1972 s143

It was noted that the following cheques had been issued since the last meeting:

*The following cheques were authorised at the 12<sup>th</sup> January meeting & since issued:*

Community Fund winners: Kemble Toddlers	£500	cheq 65	LG(MP)A 1976 s19
Thursday Club	£150	cheq 66	LG(MP)A 1976 s19
WI	£250	cheq 67	LGA 1972 s145
Little fishes	£200	cheq 68	LG(MP)A 1976 s19
Village Hall: draw down of accumulated funds	£5,000	cheq 69	LGA 1972 s133

*Payment approved at the November 2006 meeting:*

R Richardson: war memorial refurb labour costs	£225	cheq 71	War Memorials Act 1923 s1
R Smith: war memorial refurb labour costs	£213	cheq 72	War Memorials Act 1923 s1

*Payment urgently required:*

GAPTC training courses (George Collins): Cemeteries & Churchyards + Risk Assessment	£120	cheq 70	LGA 1972 s111
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It was also agreed that Kemble Farms Ltd was to be reimbursed for £84.97 + VAT once the invoice was presented, relating to material costs for the rebuilding of the cemetery wall & work on the war memorial.

**15.3 Award the grass cutting contract.** DB reported that 8 bids had been received, ranging from £245 per cut to £700+. A summary of the bids is attached at Appendix A. The following points were noted:

- The lowest bid, from Constant Gardeners, raised concerns that the full extent of the work had not been appreciated & this might cause financial difficulties for the company over the full contract period. It was vital that the Parish Council had confidence in the professionalism of their contractor, to avoid being left with work not completed to the existing high standard or even worse with a company which had to cease trading.
- The contractor used for the previous 3 years, Gardenia Landscapes, had consistently worked to a high standard & had come in with a bid of £350/cut, similar in range to 3 other companies. It was felt that the company had a proven track record with the council in providing quality & value, which should be fully taken into account when awarding the contract.
- The bids of £700+ did not meet best value criteria.

It was agreed that DB would check out the references given by Constant Gardeners & if these were positive, then he would ask the company to meet him & go around the open areas & verges covered by the contract, to confirm the price quoted. It was also agreed that if the references were not sufficiently strong then the contract should be awarded to Gardenia.

Feb07/4 DB to follow up Constant Gardeners' bid.

**15.4 Review the Risk Assessment Summary 2007/8.** GC reported that a draft assessment would be circulated for comment after his GAPTC training session on this subject on 21<sup>st</sup> March. It was agreed that the final version would be submitted for approval at the March 30<sup>th</sup> Meeting.

## 16. AOB.

**16.1** Quality Council application – it was noted that this would be added to the list of councillor duties at the Annual Meeting of the Council in May.

**16.2** Local Council Elections 3<sup>rd</sup> May. Councillor nomination papers were given out, with a deadline of noon on April 4th for applications to be with CDC. It was confirmed that fliers would be delivered to every household encouraging candidates to come forward, to advertise the public awareness meeting organised by CDC & to ask residents to use their votes.

**16.3** Sub Station in Ewen. RP confirmed he had received a response to his letter to Peter Davis, Central Networks, which promised a review of the permission to install the box by the bus shelter.

**16.4** DB mentioned that the lease for the shop was up for renewal shortly, & that a long term lease may be difficult for the leasee to commit to, in view of the general uncertainty about the future of rural post offices. It might therefore be possible to look at short term arrangements or get out clauses in these circumstances.

**16.5** Hedge on Windmill Road – it was agreed this would be an agenda item at the next meeting.

SIGNED

DATED

The meeting closed at 10.45pm.

The next PC meeting will be on Friday 30<sup>th</sup> March 2007 at 7.30pm in the Village Hall.

**SUMMARY OF ACTIONS ARISING FROM THE MEETING HELD ON 23/2/07:**

ITEM	ACTION	BY
Oct06/4	To contact design company re the Thames Information Board.	GM
Feb07/1	To speak to Colin Rank about a meeting with Rob Bull, CDC Engineer	IY
Feb07/2	To write to MD, Redcliffe Homes re access to Abbots Way bungalows	RP
Feb07/3	To discuss Parish Plan booklet with CB	JC
Feb07/4	To follow up references from Constant Gardeners	DB

**Notes on discussion held with John Birch, District Councillor, on 23<sup>rd</sup> February 2007.**

- 1. Kemble Cutting** JB provided an update on the work currently being undertaken by Network Rail along the cutting. He was particularly concerned about the effect of the road closures for an elderly resident in Kemble Wick who relied on Meals on Wheels 3 days a week. He had been told that there would not be any more closures but asked councillors to keep an eye on this.

He advised councillors that Network Rail had agreed to contact the Parish Council in the near future to arrange a meeting to explain its proposals. It was likely that the work would carry on until the end of the year. The company had used emergency powers granted to it under the 1836 Act but it was pointed out that this should only apply to the initial work to clear the landslip on the track & not to a long term relandscaping project. He confirmed Network Rail was moving its compound from the farm track to the copse on the Kemble Wick Road, with lorries coming to the site via Oaksey & exiting via Kemble.

A Kemble Wick resident wished to have the following points noted:

1. The removal of trees along the cutting had been a cause of destabilisation, which Network Rail had not accepted in its correspondence with him
2. the work was causing major light pollution & environmental damage to both wildlife & the countryside
3. Kemble Wick Road, a quiet country lane, had become a building site

He asked for the following points to be part of a future plan for this project:

1. Ensure local residents know about road closures & are kept fully informed by Network Rail
2. Ensure Kemble Wick residents have access to their homes, even if it means agreeing set times per day
3. If the road is closed, ensure notices are posted in Kemble Wick
4. Network Rail to make good any damage caused, & not just have a 'walk through' as mentioned in their letter to him, but a full survey & restoration plan.
5. Need to have a proper barrier between the road & the bank at the bridge as it is currently unsafe.
6. Kemble Wick should become part of the Quiet Lanes scheme.
7. Wiltshire County Council needed to be involved in bringing the road to Oaksey up to standard – very poor state.