

**DRAFT MINUTES OF THE MEETING OF KEMPLEY PARISH COUNCIL**

Held at Kempley Village Hall on Tuesday 1st October 2019 at 19:30pm

**Present**: Cllr Martin Brocklehurst (Chairman), Cllr Dave Lewis (Vice-Chairman), Cllr Tom Jackson (Snow Warden)

**In attendance:** Mrs Arin Spencer (Clerk) and three (3) members of the public.

The Chairman opened the meeting by noting the resignation of Cllr John Birt and thanking him, on behalf of the council, for his contribution to the Council.

1. **Apologies for absence.** None received
2. **Declarations of interest and requests for dispensation**

 Councillors were asked to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Kempley Parish Council Code of Conduct for Members and by the Localism Act 2011.

None received.

1. **Public Participation**

Members of the public were invited to raise questions about and/or comment on items on the agenda. Time for this session was limited to 15 minutes and 5 minutes per individual. Standing Order 3(e)-(k).

*Community Safety*

Ros Flook advised council that she had witnessed what she thought might be suspicious activity in the village and had called 101 to report it. She got through to West Mercia who could not help. She tried 999 but got West Mercia again. They gave her the Gloucestershire Police number which goes to the same line as 101. She gave up after holding for 20 minutes and tried calling the Community Officer, Pete Timmins. She got through to Coleford and was informed that Pete was not on duty and she should go through the call centre in Gloucester. All this took over an hour. She decided to investigate the suspicious vehicle herself. As it turned out there was nothing amiss but Ros wanted to bring to the parish councils attention how difficult it was to get hold of the police.

**Action:**  Arin Spencer, NHW Co-ordinator, to follow up with PCSO Timmins.

1. **Minutes**

Approved and signed as a correct record, the [minutes](https://kempleyparishcouncil.org/wp-content/uploads/2019/07/2019-07-02-KPC-Minutes.docx) (previously circulated) of the meeting held on 2 July 2019.

1. **Clerk’s Report** (For information ONLY)

Clerk reported that the accounts check for April to July had been completed by John Birt, Lead Member for finance prior to his resignation. (Appendix 1)

1. **Financial Matters**
	1. **Resolved:** Appointed Cllr Dave Lewis as Lead Member for Finance to perform a quarterly internal check of the accounts.
	2. Noted Lloyds bank statement dated 31/08/2019 reflecting a balance of £ 8,786.09
	3. Received and signed the Bank Reconciliation as at 31/08/2019 (Appendix 2)
	4. Approved the Receipts & Payments Statement as at 31/08/2019 (Appendix 3)
	5. Noted the Budget Monitoring Statement as at 31/08/2019 (Appendix 4)
	6. **Resolved:** Approved the following payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Chq No** | **Power** | **Budget** | **Amount** |
| Clerk’s Salary (July) | 399 | LGA 1972 s112(2) | Staff Salaries | £ 207.40 |
| Clerk’s Salary (August) | 400 | LGA 1972 s112(2) | Staff Salaries | £ 207.40 |
| Defibrillator top-up premium | 401 | LGA 1972 s111 | Insurance | £ 32.37 |
| Clerk’s Salary (September) | 402 | LGA 1972 s112(2) | Staff Salaries | £ 207.40 |
| GAPTC Training  | 403 | LGA 1972 s111 | Cllr Training | £ 180.00 |
| GAPTC Publications | 403 | LGA 1972 s111 | Good Cllr Guide | £ 45.50 |

* 1. **Resolved:** Approved and signed a Standing Order instruction for the Clerk’s salary (£207.40) to be paid on the 26th of each month with effect from 26 October 2019 until further notice.
1. **Draft Budget 2020/21** (Appendix 5)

Council considered the draft budget for 2020/21 prepared by the Clerk.

Member of the public, Chris Bligh, asked if Council believed it is reasonable to live in a band D household and pay only £44 a year for the facilities in Kempley. He asked why the budget didn’t have a program against it and remarked that it is a self-perpetuating budget.

The Chairman observed that it was a first draft of the budget but with only three councillors in post there is a limit to what the council can deliver.

1. **Kempley Community Led (Action) Plan: Communication**

Noted and agreed the progress report from Cllr Brocklehurst (Appendix 6)

1. **Climate Change Emergency**

Kempley Parish Council (the Council):

* 1. Recognised that we are now in a Climate Change Emergency Position and
	2. Agreed that, due to the worldwide Climate Change Emergency, the Council will:
		1. Support the efforts of the Forest of Dean District Council to make the district carbon neutral by 2030
		2. Develop and implement a Parish Climate Emergency Policy and Strategy in line with the action plan developed by the Forest of dean; and
		3. Invite Ms Charlie Leaman (Carbon Reduction Co-ordinator, Publica) to address a public meeting on the issue of Climate Change.

**Action:** Cllr Martin Brocklehurst lead on development of a Climate Emergency Policy and Strategy and invite other interested parties in the village to contribute.

**Action:** Clerk to invite Ms Charlie Leaman to speak at the annual parish meeting in spring 2020.

1. **Planning**
	1. Received the following planning decisions:
		1. [P0741/19/FUL](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PR8GQJHI0FD00) Chiblers Hill Farm, Chiblers Hill, Fishpool GL18 2BT

Conversion of barn into dwelling with associated parking, landscaping and works.

Decision: Refused

* + 1. [P0766/19/AG](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PRHWJXHI0FD00) Hillbrook Farm, Kempley

Prior notification for the erection of an agricultural storage building.

Decision: Not required

* 1. Considered the following new planning applications:
		1. [P1384/19/AG](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PX1V2KHI0FD00) Court Farm, Kempley, GL18 2AT

Prior notification for the erection of a steel portal frame building.

Deadline for comments: 02 October 2019

**Resolved:** No objection but Clerk to ask GCC to implement proposed amendments to the footpath network on the farm as soon as possible as any additional development will add to the confusion and put the safety of walkers at risk.

1. **Highways**
	1. Noted the following report from Cllr Brocklehurst on the meeting with Gloucestershire County Council Local Highways Manager (Forest of Dean – West), Andrew Middlecote

**Kempley Parish Highways**

**Site Meeting with GCC Local Highways Manager**

**07 August 2019**

Local Highways Manager, Andrew Middlecote, met with Cllr Martin Brocklehurst to discuss, and physically inspect, problem areas on the highway network in the parish of Kempley.

The following issues were raised:

**Failing road surface and potholes**

* Section of road from Queens Wood car park to the parish boundary
* Section of road in front of Lower House Farm and on the hill to Fishpool

Mr Middlecote confirmed that no resurfacing work is planned for Kempley for the next two years but agreed to discuss Council’s concerns with his colleagues and advise what, if anything, can be done to avoid the road surface deteriorating further.

**Hedge Trimming and Road Safety**

* Road safety concerns caused by leaving hedge trimming until after 1 September (after the bird breeding season).

Mr Middlecote confirmed that hedges are the responsibility of local farmers and that no restrictions exist to the timing of hedge cutting if road safety is being compromised.

**Action**: Clerk to follow up with highways manager about the failing road by Queens Wood.

* 1. To AGREE to send a letter to Highways regarding the Cheltenham Motor Club Three Stages Rally

**Action**: Clerk to circulate an amended draft to Councillors.

1. **Forest of Dean Local Plan 2021-2041**

Council discussed the Forest of Dean Local Plan 2021-2041 and made the following observations:

* There is a development boundary around Kempley Green. No development is permitted outside that boundary except in exceptional circumstances.
* Within the Green there is a reference to building style which is red brick. Originally buildings in Kempley were rendered Cotswold stone.
* The rest of the village is covered by generic policies for rural areas.
* There is no recognition of the Golden Triangle Area in the Local Plan and there are no specific policies for this unique habitat. It was suggested this could be taken up with Gorsley, Dymock and Redmarley as it would help if all the Golden Triangle parishes make the same comment.

**Action:** CllrDave Lewis to draft a response to the Local Plan Issues and Options document

1. **Fishpool Noticeboard**

Council accepted Chris Bligh’s kind offer to repair the old fishpool noticeboard.

1. **Christmas Tree on the Village Green**

Member of the public, Chris Bligh, offered to supply a tree from DyFRA and said putting a Christmas tree on the Green would be good PR for the parish council.

Council observed that support for the idea needed to be evidenced as there are at least two residents living on the green who object and two more who are ambivalent.

After further discussion council decided against installing a lit Christmas tree on the village green but agreed to give permission for volunteers to fund and install one provided reasonable safety requirements are met and the support of residents living on the green can be shown. Proposals would need to be presented to council before the December meeting.

1. **Defibrillators**
	1. **Resolved:** Authorised the purchase of two sets of replacement pads for the defibrillator unit located on The Old Forge, Fishpool at a cost of £35 per set excluding VAT.
	2. Considered hosting refresher defibrillator training at a cost of £175 excl VAT.

Council decided against arranging refresher training in this financial year.

**Action:** Clerk to investigate parishioner interest in holding training in 2020/2021.

1. **Documentation review**
	1. **Resolved:** [Adopted revised Grant Awarding Policy](https://kempleyparishcouncil.org/wp-content/uploads/2019/08/Grant-Awarding-Policy_2.0_2019-09-03.docx) (click on link to view the policy) with correction of a typo (2 should read 2.14).
	2. **Resolved:** [Adopted revised Financial Regulations](https://kempleyparishcouncil.org/wp-content/uploads/2019/08/Financial-Regulations_2.0_2019-09-03.docx) (click on link to view the policy)
2. [**Gloucestershire Charter**](https://www.gloucestershire.gov.uk/media/2851/gcc_1389_gloucestershire_charter_6th_edition_lr-66820.pdf)

**Resolved:** Signed the Gloucestershire Charter

1. **Items for the next meeting agenda**

Action Plan for 2020/21

Budget 2020/21

Repointing stones around the Centenary Stone

Repairs and maintenance of flagpole

1. **Next Meeting**
	1. Council considered reverting to bi-monthly meetings and approved the following amended meeting schedule for the remainder of the civic year 2019/20:

|  |  |
| --- | --- |
| 03 December 2019 at 7:30pm | 07 January 2020 at 7:30pm |
| 03 March 2020 at 7:30pm | 05 May 2020 at 7:30pm |

* 1. To CONFIRM that the next ordinary meeting of the Parish Council will be held on 03 December 2019 at 7:30pm in the Village Hall.

**Submission of Motions for a Meeting:** Councillors and members of the public may submit requests to the Clerk for questions or motions to be included on the meeting agenda. Requests received less than 7 clear days before the meeting will be carried over to the next meeting. See Standing Order 9 (Standing Orders are published on the Parish Council’s website) for further guidelines regarding the submission of Motions for a Meeting.**Appendix 1:** **Clerk’s Report**

 **Internal Accounts Check (April – July 2019)**

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**Appendix 2: Bank Reconciliation as at 31/08/2019**

|  |  |  |  |
| --- | --- | --- | --- |
| **Bank Reconciliation** |  |  |  |
| Name of smaller authority:  | Kempley Parish Council |  |
| Date: | **31 August 2019** |  |
| Prepared by (Name and Role): | Arin Spencer (RFO) |  |
| Date: | 25/09/2019 |  |  |
| **Balance per bank statement as at 31/08/2019:** |  **£**  |  **£**  |
| Lloyds Bank |  |  8,786.09  |  |
|  |  |   |  8,786.09  |
| Less: Unpresented cheques as at 31/08/2019 |  |
| GAPTC Annual Subscription | 396 | - 72.28  |  |
| Staff Salaries (July) | 399 | - 207.40  |  |
| Staff Salaries (August) | 400 | - 207.40  |  |
|  |  |   | - 487.08  |
| **Net balance as at 31/08/2019** |  |  |  **8,299.01**  |

**Appendix 3: Receipts and Payments Statement as at 31/08/2019**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Note** |  **Budget 2019/20**  |  **YTD Total 2019/20**  |  **Total 2018/19**  |
|  |  | **£** | **£** | **£** |
| Lloyds Bank Balance b/f 01/04/2019 | 1 |  |  5,108  |  4,189  |
| **RECEIPTS** |  |  |  |  |
| Precept  |  |  |  5,211  |  4,889  |
| VAT Refund |  |  |  -  |  -  |
| **TOTAL RECEIPTS** |  |  **-**  |  **10,319**  |  **9,078**  |
|  |  |  |  |  |
| **PAYMENTS** |  |  |  |  |
| Staff Salaries |  |  2,430  |  1037  |  2,003  |
| Staff Travel and Expenses |  |  40  |  -  |  22  |
| Training |  |  690  |  350  |  584  |
| Data Protection Fee (ICO) |  |  40  |  -  |  40  |
| Meeting Venue Hire |  |  180  |  -  |  180  |
| Internal Audit |  |  90  |  90  |  |
| Postage |  |  15  |  -  |  |
| Stationery |  |  10  |  -  |  |
| Printing Costs |  |  60  |  -  |  |
| Councillor Travel |  |  50  |  -  |  |
| Councillor Training |  |  250  |  -  |  |
| Insurance |  |  260  |  222  |  248  |
| Subscriptions | 2 |  160  |  72  |  77  |
| Election |  |  325  |  -  |  |
| LCA Scheme |  |  100  |  -  |  |
| Defibrillator Maintenance |  |  152  |  126  |  151  |
| Annual Parish Meeting |  |  50  |  -  |  |
| Village Hall Survey |  |  75  |  -  |  |
| Village Green Maintenance |  |  730  |  -  |  480  |
| General Repairs |  |  150  |  -  |  |
| Website |  |  185  |  64  |  165  |
| **S137 Expenditure** |  |  30  |  -  |  20  |
| **VAT** |  |  -  |  59  |   |
| **Total Payments** |  |  **6,072**  |  **2,020**  |  **3,970**  |
|  |  |  |  |  |
| **Bank Reconciliation** |  |  |  |  |
| Balance b/f 01/04/2019 |  |  |  5,108  |  4,189  |
| Receipts |  |   |  5,211  |  4,889  |
|  |  |  |  10,319  |  9,078  |
| Payments |  |   |  2,020  |  3,970  |
| Balance c/f 31/07/2019 |  |  |  **8,299**  |  **5,108**  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NOTES:** |  |  |  |  |
| 1 | **Reserves** |  |  |  |  |
|  | Transparency Grant (Website) |  159.35  |  |
|  | Defibrillator Maintenance |  1,090.80  |  |
|  | Training (Clerk) |  |  475.00  |  |
|  | Precept Survey (Village Hall) |  75.00  |  |
|  | Election |  |  |  150.00  |  |
|  | General Reserve |  |  3,157.39  |  |
|  | Total at bank 01/04/2019 |  5,107.54  |  |
|  |  |  |  |  |  |
| 2 | **Subscriptions** |  |  |  |
|  | GAPTC Annual Subscription | 72.45 |  |
|  |  |  |  |  |  |

**Appendix 4: Budget Monitoring Statement as at 31/08/2019**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **EXPENDITURE** |  **BUDGET**  | **YTD** | **Remaining** | **Projected** | **Est. under/** | **Notes** |
|  | **2019/20** | **Spend** | **Budget** | **year end** | **over spend** |  |
| Staff Salaries |  2,430  |  1,037  |  1,393  |  2,489  | -59  | 1 |
| Staff travel and expenses |  40  |  -  |  40  |  -  | 40  |   |
| Staff Training |  690  |  350  |  340  |  390  | 300  | 2 |
| Data Protection Fee (ICO) |  40  |  -  |  40  |  40  |  -  |   |
| Meetings - Hall Hire |  180  |  -  |  180  |  135  | 45  | 3 |
| Internal Audit Fees |  90  |  90  |  -  |  90  |  -  |   |
| Postage |  15  |  -  |  15  |  15  |  -  |   |
| Stationery |  10  |  -  |  10  |  -  | 10  |   |
| Printing Costs |  60  |  -  |  60  |  60  |  -  |   |
| Councillors' Travel |  50  |  -  |  50  |  -  | 50  |   |
| Councillors' Training |  250  |  -  |  250  |  510  | -260  | 4 |
| Insurance |  260  |  222  |  38  |  251  | 9  |   |
| Subscriptions |  160  |  72  |  88  |  149  | 11  |   |
| Election |  325  |  -  |  325  |  -  |  325  | 5 |
| LCA Scheme |  100  |  -  |  100  |  -  |  100  |   |
| Defibrillator Maintenance |  152  |  126  |  26  |  266  | -114  | 6 |
| Annual Parish Meeting |  50  |  -  |  50  |  -  | 50  |   |
| Village Hall Survey |  75  |  -  |  75  |  -  | 75  |   |
| Village Green Maintenance |  730  |  -  |  730  |  500  | 230  | 7 |
| General Repairs |  150  |  -  |  150  |  150  | 0  | 8 |
| New Fishpool Noticeboard |  -  |  -  |  -  |  750  | -750  | 9 |
| Website + IT Costs |  185  |  64  |  121  |  120  | 65  |   |
| **Section 137 Expenditure** |  30  |  -  |  30  |  30  |  -  |   |
| VAT |  -  |  59  |   |  59  | -59  |   |
| **General Revenue Reserve** |  -  |  -  |  -  |  -  |  -  |   |
| **TOTAL EXPENDITURE** |  **6,072**  |  **2,020**  |  **4,111**  |  **6,003**  | **69**  |  |
| **INCOME** |   |   |   |   |   |   |
| Grants/gifts/s106/CIL |  -  |  -  |   |  -  |   |   |
| Bank/investment interest |  -  |  -  |   |  -  |   |   |
| **TOTAL INCOME** |  **-**  |  **-**  |  |  **-**  |  |  |
| Requiring funding |  6,072  |   |   |  6,003  |   |   |
| Less use of ringfenced funds |  311  |   |   |  -  |   |   |
| Less use of reserves |  550  |   |   |  -  |   |   |
| **PRECEPT** |  **5,211**  |  |  |  |  |   |
| Balance 31/03/2019 |  |  5,108  |  |  |  |  |
| Income |  |  5,211  |  |  |  |  |
| Total Cash + Income |  |  10,319  |  |  |  |  |
| Less Projected expenditure |  |  6,003  |  |  |  |  |
| Projected balance 31/03/2020 |  4,315  |  |  |  |  |
| **NOTES** |  |  |  |  |  |  |
| 1. Pay Scale SPC 8 increased from 10.107 to 10.37 per hour.  |  |  |  |
| 2. £235 CiLCA mentoring + £105 LCA reference book paid in 2018/19 financial year |  |
| 3. Reverting to bimonthly meetings.  |  |  |  |  |  |
| 4. Training for 6 councillors at £85 |  |  |  |  |  |
| 5. Provision transferred to Election Reserve for potential contested election in 2023 (£1300) |
| 6. Defibrillator maintenance contract plus replacement pads for two units not under contract |
| 7. £500 for mowing of the green and pruning of the hedges. Rest of budget is for tree pruning. |
| 8. Repairs to grouting of centenary stone needed. Flagpole needs repainting.  |  |  |
| 9. Fishpool noticeboard not repairable and must be replaced. Provisional replacement cost £750 |

**Appendix 5: Budget 2020/21**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **BUDGET** | **YTD Spend** | **Expected** | **BUDGET** | **BUDGET** | **Notes** |
| **EXPENDITURE** | **2019/20** | **2019/20** | **year end** | **2020/21** | **2021/22** |  |
| Staff Salaries |  2,430  |  1,244  |  2,489  |  2,537  |  2,537  | 1 |
| Staff travel and expenses |  40  |  -  |  -  |  81  |  83  | 2 |
| Staff Training |  690  |  350  |  390  |  200  |  200  | 3 |
| Data Protection Fee (ICO) |  40  |  -  |  40  |  40  |  40  | 4 |
| Meetings - Hall Hire |  180  |  -  |  135  |  105  |  105  | 5 |
| Internal Audit Fees |  90  |  90  |  90  |  175  |  185  | 6 |
| Postage |  15  |  -  |  15  |  15  |  15  | 7 |
| Stationery |  10  |  -  |  -  |  20  |  25  |   |
| Printing Costs |  60  |  -  |  60  |  60  |  60  | 8 |
| Councillors' Travel |  50  |  -  |  -  |  -  |  -  |   |
| Councillors' Training |  250  |  226  |  510  |  200  |  200  | 9 |
| Insurance |  260  |  251  |  251  |  250  |  255  | 10 |
| Subscriptions |  160  |  72  |  149  |  165  |  170  | 11 |
| Election |  325  |  147  |  -  |  200  |  200  | 12 |
| LCA Scheme |  100  |  -  |  -  |  100  |  130  | 13 |
| Defibrillator Maintenance |  152  |  126  |  266  |  274  |  282  | 14 |
| Annual Parish Meeting |  50  |  -  |  -  |  25  |  25  |   |
| Village Hall Survey |  75  |  -  |  -  |  -  |  -  |   |
| Village Green Maintenance |  730  |  -  |  500  |  800  |  824  | 15 |
| General Repairs |  150  |  -  |  750  |  150  |  150  | 16 |
| Website |  185  |  64  |  120  |  112  |  115  | 17 |
| **Section 137 Expenditure** |  30  |  -  |  30  |  30  |  30  | 18 |
| **VAT** |  -  |  62  |  62  |   |   |   |
| **General Reserve** |  -  |  -  |  -  |  300  |  300  |   |
| **TOTAL EXPENDITURE** |  **6,072**  |  **2,632**  |  **5,857**  |  **5,838**  |  **5,932**  |  |
| **INCOME** |   |   |   |   |   |   |
| Grants/gifts/s106/CIL |  -  |  -  |  -  |  -  |  -  |   |
| Bank/investment interest |  -  |  -  |  -  |  -  |  -  |   |
| **TOTAL INCOME** |  **-**  |  **-**  |  **-**  |  **-**  |  **-**  |  |
| Requiring funding |  6,072  |   |  5,857  |  5,838  |  5,932  |   |
| Less use of ringfenced funds |  311  |   |   |   |   |   |
| Less use of reserves |  550  |   |   |   |   |   |
| **PRECEPT** |  **5,211**  |  |  **5,857**  |  **5,838**  |  **5,932**  | 19 |
|  |  |  |  |  |  |  |
| Balance 31/03/2019 |  |  5,108  |  |  |  |  |
| Expected income: |  |  5,211  |  |  |  |  |
|  |  |  10,319  |  |  |  |  |
| Expected expenditure: |  |  5,857  |  |  |  |  |
| Projected balance on 31/03/2020: |  4,462  |  |  |  |  |
|  |  |  |  |  |  |  |
| Reserves: |  | £ |  |  |  |  |
| Election Reserve |  |  475  |  |  |  |  |
| General Reserve\* |  |  3,987  |  |  |  |  |
|  |  |  4,462  |  |  |  |  |
|  |  |  |  |  |  |  |
| \*General Reserve should be maintained at 3 - 12 months expenditure. |  |  |
| **NOTES** |  |  |  |  |  |  |
| 1. SCP 9 £10.57/hour x 20hrs x 12 months =  |  £ 2,536.80  | per annum |  |  |
| 2. Mileage to Gloucester: 30mi x 45p x 6 meetings = |  £ 81.00  | per year |  |  |
| 3. Training budget to allow for continuous development of the Clerk |  |  |
| 4. Mandatory payment of the annual data protection fee to the Information Commissioners Office |
| 5. Six ordinary meetings and hall hire for the Annual Parish Meeting at £15 per meeting. |  |
| 6. GAPTC Internal Audit Service fee is £175 for councils with a precept between £5000 and £25000. |
| 6. Training for 10 new councillors every four years at £95 per training session: |  |  |
|  £95 x 10 = £950 / 4 years = £237.50 |  |  |  |  |  |
| 7. £0.61 2nd class stamps x 2 per month x 12 months = £15.00 |  |  |  |
| 8. Printing costs estimated at £5 per month |  |  |  |  |
| 9. Budget covers training for two new councillors at £95 per training session |  |  |
| 10. Insurance cost is based on current insurer but should be possible to get a cheaper 3 year deal |
| 11. Subscriptions:  |  |  |  |  |  |  |
|  Gloucestershire Association of Parish & Town Councils |  £ 65.00  |  |  |
|  Society of Local Council Clerks |  |  |  £ 40.00  |  |  |
|  Parish Online |  |  |  |  £ 60.00  |  |  |
|  |  |  |  |  £ 165.00  |  |  |
| 12. Provision to earmarked Election Reserve for cost of a contested election in 2023 (£1300).  |
| 13. Foundation Standard £100, Quality Standard £130, Quality Gold £150  |  |  |
| 14. Defibrillator maintenance:  |  |  |  |  |  |
|  Two sets of pads required every 2 years at £35 per set, one battery required every 4 years at |
|  £225 each. £35 x 6 / 2 years + £225 x 3 / 4 years = £274/year maintenance provision |  |
| 15. £500 for mowing of the green and pruning of the hedges. £300 for pruning of trees. |  |
| 16. Fishpool noticeboard unrepairable so must be replaced. Provisional replacement cost £750. |
| 17. 1&1 Ionos Managed Wordpress £72, MS Office 365 £20, Antivirus £20 |  |  |
| 18. Donation to British Legion Poppy Appeal under S137. |  |  |  |
| **19. Year** | **Precept** | **Annual Cost per Band D Household** | **Annual Increase** | **% Increase** |  |
| 2017/18 | £4,074 | £31 |   |   |  |
| 2018/19 | £4,889 | £37 |  £ 6  | 20% |  |
| 2019/20 | £5,211 | £39 |  £ 2  | 5% |  |
| 2020/21 | £5,838 | £44 |  £ 5  | 12% |  |

**Appendix 6:**

**Parish Council - Kempley “Community Led Plan 2017”**

**Discussion on the Communication Actions**

**September 2019 – Current Position** based on current knowledge of the Parish Council and other active organisations in the Parish.

**Introduction**

Listed below are the key action items listed in the Community led plan, the groups identified to drive them forward and the current activities of the Parish Council to support delivery.

The September meeting is an opportunity to consider what additional, if any, further actions we need to take to ensure the success of the Community led plan.

**Cllr Martin Brocklehurst, Lead Member for Communications**

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**Overall Objective of the Communication Section of the Community Plan**

To stay in touch both within the village and beyond.

**Key Actions Proposed**

**High Priority Actions**

1. *Create an umbrella website for Kempley with links to all groups and organisations*

**Key Partner** – Kempley Parish Council

**Suggested** **Action**

***A website has been established but as yet links are not provided to all other groups and organisation. Suggested action is to add the links to other organisations in the village.***

1. *Secure improved mobile phone coverage*

**Key Partner –** Kempley Broadband Group and Kempley Parish Council

**Suggested Action**

***Support Kempley Broadband Group to gain the most up to date information on changes to mobile phone coverage of the village and as a Parish Council press for upgrades and improvements once the position is clear.***

1. *Secure superfast broadband for all of Kempley*

**Key Partner** - Kempley Broadband Group and Kempley Parish Council

**Suggested Action**

***Support Kempley Broadband Group to gain the most up to date information on changes to broadband services to the village and as a Parish Council press for speedy upgrades and improvements once the position is clear.***

1. *Electronic newsletter to the village: alerting residents.*

**Key Partner –** Kempley Parish Council and other groups.

**Suggested Action**

***The PC Clerk now issues a monthly electronic newsletter. No further action required.***

**Low Priority Action (2018)**

1. *Create an online village sharing / for sale noticeboard*

**Key Partner** – Volunteer required

**Action – *No progress – views of PC Members please***