

KEMPLEY PARISH COUNCIL

Minutes of the Virtual¹ Ordinary Parish Council Meeting

Held on Tuesday 3rd November 2020 at 7:30pm via video conference call

Present:

Councillors: Martin Brocklehurst (Chairman), Stafford Cruse, Tom Jackson, Ricky Goodwin

Officers: Arin Spencer (Parish Clerk)

In attendance: Cllr Gill Mosely (FoDDC and Newent TC), 4 members of the public

74. **Apologies.** None.

75. **Declarations of interest and requests for dispensation.** None.

76. **Minutes:** Members **resolved** (nem con) to approve and sign the minutes of the meeting held on 1st September 2020 as a correct record.

77. Reports

a. District and County Councillors (none received)

b. Clerk's Report – the updated resolution tracker was taken as read.

78. Public Participation

The new owners of Saycells Farm introduced themselves and were welcomed to the parish by Council.

79. Climate Change Emergency

Kempley's Climate Change Emergency Action Plan – critical way forward (see Appendix 1).

Chairman Brocklehurst presented highlights from this report to members. Following further discussion it was **resolved** (nem con) to adopt the Action Plan proposed in the report.

80. Adverse Weather

a. **Resolved** (nem con) to appoint Cllr Tom Jackson as a Snow Warden for 2020/21

b. **Resolved** (nem con) to appoint Alan Smith as Snow Plough Operator for 2020/21

81. Highways

Proposed Resolution:

That the Council write to both Herefordshire and Gloucestershire County Councils expressing dissatisfaction with the state of highway maintenance in Kempley and on access roads to the village and requesting that they take a more resilient approach to surface and pothole repairs to ensure highway surfaces remain watertight.

It was observed that Kempley forms part of the Newent Loop and the potholes are a safety hazard for push bikes.

Cllr Brocklehurst proposed, Cllr Jackson seconded, and members **resolved** to write to Herefordshire and Gloucestershire County Councils as stated above.

Action: Cllr Brocklehurst to draft letters accordingly.

¹ In accordance with The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020 this meeting was held by video conference call.

82. **Finance**

a. **Accounts Check**

Lead Member for Finance, Cllr Cruse, reported that the accounts for April to September 2020 had been checked and were in good order.

b. Members noted the Lloyds bank statement and bank reconciliation as at 30/09/2020 which had been circulated with the agenda.

c. Members noted the summary of receipts and payments as at 30/09/2020 including budget monitoring which had been circulated with the agenda.

d. **Resolved** (nem con) to approve the following list of payments:

DESCRIPTION	CHQ NO	POWER	BUDGET	AMOUNT
Website Hosting (Sep)	DD	LGA 1972 s142	Website & IT	£ 7.20
Website Hosting (Oct)	DD	LGA 1972 s142	Website & IT	£ 7.20
Website Hosting (Nov)	DD	LGA 1972 s142	Website & IT	£ 7.20
Salaries (September)	SO	LGA 1972 s112	Staff Costs	£ 207.40
Salaries (October)	SO	LGA 1972 s112	Staff Costs	£ 207.40
Salaries (adjustment)	423	LGA 1972 s112	Staff Costs	£ 39.20
Clerk's Expenses	423	LGA 1972 s111	Staff Costs	£ 112.10

e. **Budget 2021/22**

A draft budget prepared by the Clerk had been circulated with the agenda and following a brief discussion it was **resolved** (nem con) to adopt the draft budget without change.

f. **Precept 2021/22**

Based on the adopted budget, it was **resolved** (nem con) that the precept remain unchanged at £5,748 for 2021/22.

Action: Clerk to submit the precept request to Forest of Dean District Council.

83. **Planning**

a. **FoDDC Local Plan 2021-2041 Preferred Option Consultation**

This item was deferred to the next meeting.

b. **New planning applications considered**

Address	Proposal
Powells End Farm, Kempley Road (P1565/20/FUL)	Change of use of redundant agricultural barn to dependants annexe. Resolved: No objections.
Chibblers Hill Farm, Fishpool (P1655/20/FUL)	Erection of a detached dwelling. Demolition of existing redundant agricultural barn. Resolved: No objections.
Saycells Farm, Much Marcle (P1684/20/FUL)	Siting of caravan to be used for residential purposes for a period of three years whilst a replacement house is to be proposed and built. Resolved: No objections.
Kempley Baptist Church, Kempley (P1782/20/FUL)	Change of use of old Baptist Chapel to domestic dwelling. Resolved: To support the application as positive use of the building.

c. **Planning decisions noted**

Address	Proposal	Decision
Land at Lower House Farm, Kempley (P1000/20/FUL)	Erection of an agricultural building.	Granted
8 Wantridge, Kempley	Erection of a single storey rear extension.	Granted

Cllr Jackson left the meeting to attend to a personal commitment.

84. Staff Matters

- a. Members noted the NALC pay award for 2020/21 effective from 1 April 2020 reflecting a change in the hourly rate for the Clerk's salary point from £10.37 to £10.65 for the 2020/21 financial year.
- b. **Resolved** (nem con) to approve backpay for Clerk in line with NALC 2020-21 national salary award effective 1 April as follows:

<u>SCP 8</u>	<u>2019/20</u>	<u>2020/21</u>	<u>Difference</u>	<u>Adjustment (Apr- Oct)</u>
Hourly	£ 10.37	£10.65	£ 0.28	
Monthly (20 hours)	£ 207.40	£ 213.00	£ 5.60	£ 39.20

- c. **Resolved** (nem con) to approve standing order amendment adjusting Clerk's salary from £207.40 to £213.00 per month with effect from November 2020.
- d. **Resolved** (nem con) to approve the Clerk's request to take annual leave from 18 – 31 December 2020
- e. **Resolved** (nem con) to agree Clerk's salary for 2021/22 at the hourly rate for SCP 9 (subject to successful completion of CiLCA qualification in December 2020) as per the National Joint Council for Local Government Services 2021-22 National Salary Award.

85. Councillors' submissions

Cllr Cruse asked whether further action was needed going into the second lockdown. The Clerk confirmed that there was a COVID-19 information section on the website and an email update would be sent out. The Remembrance Day service could still go ahead and would be conducted within government guidelines.

86. Meetings

a. Annual Parish Meeting 2020

It was agreed that the Annual Parish Meeting would not go ahead this year as it would be difficult to hold it both safely and inclusively. It was **resolved** that community groups be invited to submit reports to be compiled in an email newsletter and on the website.

b. Meeting Schedule

The Clerk had requested a change to the regular meeting schedule to help balance her workload. Members **resolved** to meet on the third Monday of the month from January 2021 and agreed the following amended meeting schedule to May 2021:

Monday 18 January 2021 at 7:30pm

Monday 15 March 2021 at 7:30pm

Monday 17 May 2021 at 7:30pm

c. Date and time of next meeting

Monday 18 January 2021 at 7:30pm remotely via Zoom video conference call.

With no further business the meeting was closed at 20:24pm.

Signed (Chairman)

Date