KEMPLEY PARISH COUNCIL

**Minutes of the ordinary Parish Council Meeting**

Held on Monday 27th July 2021 at 7:30pm in Kempley Village Hall

**Present:**

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

Officers: Arin Spencer (Parish Clerk)

In attendance: Two (2) members of the public

1. Apologies were received from County Councillor Gill Moseley.
2. There were no declarations of interest or requests for dispensations.
3. **Resolved** to approve and sign the minutes of the Parish Council meeting held on 17 May 2021. **Record of voting:** Proposed Cllr Jackson, seconded Cllr Cruse, all in favour.
4. Clerk’s Report

* Members were invited to attend the FOD Police & Crime Commissioner’s Roadshow taking place at the Forest Hills Golf Club on Wednesday 22 September 2021 from 6 – 8.30pm.
* Road Closure: Ross Road between Kilcot and Newent to be closed 24/7 from 16 August – 1 September for drainage works.
* Members were reminded that the Three Shires Rally would be taking place on 5 September with access to Newent past Queens Wood blocked from the bridge over the M50. Access via Dymock or Gorsley.

1. Public Participation

Chris Bligh made representations on behalf of DyFRA in respect of agenda item 35, draft Biodiversity Strategy, and submitted a written statement to Council.

Tim Rickard, a member of DyFRA, Newent Transition Group, and Newent Loop, introduced himself to Council.

1. Reports from district and/or county council representatives – there were no written reports.
2. Planning Applications
   1. Friar’s Court, Kempley, GL18 2AT (P1139/21/FUL)

Erection of agricultural canopy for livestock.

**Resolved** to support the application on the basis that it would reduce diffuse pollution through Catchment Sensitive Farming within the Kempley Brook catchment area.

* 1. Stonehouse Farm, Kempley ([P1254/21/FUL](https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QVVMA1HIKLY00))

Installation of ground source heat pump for space heating of poultry unit, to include pump housing and associated work.

**Resolved** to support the application on the basis that the development is in line with Council’s Carbon Reduction Strategy.

1. There were no new planning decisions to be noted.

**Highways / PROW**

1. The progress report on highways matters was noted along with the draft recommendations contained in the report.

**Resolved** to adopt the highways recommendations in the report and take the following action:

* Create a digital layer for highway matters on the Parish Online Digital Map to add detailed reports about highway conditions within the Parish. This will allow all road surface failures to be recorded and to build an evidence base to support our argument for higher maintenance standards for rural C class roads.
* Promote both County Council Highways “Report it Portals” and encourage villages to log all highway complaints on these portals.
* Encourage public reporting of highway defects to the Clerk so that details can be added to the Parish Online Digital Map when it is not possible to add these to the Gloucestershire County Council portal.
* Maintain pressure on the Gloucestershire County Council for a higher standard of maintenance on C class roads in the Parish with priority given to:
  + the main access roads to the parish from Dymock and Newent;
  + the Newent cycle route.
* Maintain pressure on Herefordshire County Council for a higher standard of maintenance on C class roads into the parish from the M50 Junction and from Much Marcle.
* Seek support from all Parish and Town Councils, the Forest of Dean District Council, the GAPTC and the NALC for higher standards of maintenance on critical C class roads within the Forest of Dean.

**Action:** Clerk to set up a meeting with local highways manager Andrew Middlecote.

**Resolved** to adopt the following Public Rights of Way recommendations contained in the report:

* Build on the existing public rights of way information on the Parish Online Digital Map and add details on:
  + areas for access improvements (new gates, bridges, kissing gates and signage);
  + areas for maintenance requirements and repairs to infrastructure;
  + locations where interpretive materials could reduce conflicts between walkers and landowners;
* Invite the Windcross Footpaths group to produce an annual review of the state of public rights of way in Kempley that will be shared with landowners and the Highways Authority; and
* Establish contact with adjoining parishes where public rights of way cross Parish boundaries to share experiences and encourage co-operative working.

The draft recommendations on roadside verges contained in the report were deferred to a later date.

1. Highways Local Funding

Under the Highways Local funding initiative, members of Gloucestershire County Council each have £30k in 21/22 to allocate to their wards. All funds must be spent on the highway (road, footway, etc.).   Councillors need to liaise and agree with their Local Highway Managers (LHM) to allocate their funding. With the agreement of the LHM, councillors can wholly fund schemes or contribute towards larger schemes to increase scheme extents/scope.

**Resolved** to apply for funding from the Highways Local Initiative for the section of road past Queens Wood from the Kempley Village sign to the parish boundary to receive a microasphalt surface dressing and to offer to contribute 10% of the parish precept (£500) towards the cost of these works.

**Village Hall**

1. **Resolved** to authorise the purchase of a wall clock and brass plaque for Kempley Village Hall at a total cost of £54.00.
2. Members considered donating a sum of £1,500 to Kempley Village Hall Trust to replace the noticeboard outside Kempley Village Hall with one section of the noticeboard to be reserved for Council’s use.

**Resolved** to spend up to £500 towards the cost of a noticeboard subject to expenditure for the year remaining under the s.137 limit.

1. **Resolved** to allocate £500 in the 2022/23 budget towards an event on the village green to mark the Queens Jubilee in June 2022. Event to be co-ordinated with the Kempley Village Hall Committee.

**Climate Emergency**

1. The updated report on the Climate Change Programme of Work was noted.
2. The draft Biodiversity Strategy was discussed at length.

Cllr Cruse proposed that bullet point 5 be amended to read as follows:

**Promote** the development and expansion of wildlife corridors connecting existing high-value nature sites within Kempley and across the bordering parishes of Dymock, Oxenhall and Linton/Gorsley, along the verges, footpath network and water courses.

**Resolved** unanimously to adopt the biodiversity strategy as amended.

**Record of voting:** Proposed Cllr Cruse, seconded Cllr Jackson, all in favour.

**Parish Meeting**

1. Final arrangements for the Annual Parish Meeting taking place on 31 July 2021 were discussed.

**Annual Internal Audit 2020/21**

1. Noted the Annual Internal Audit Report 2020/21 and noted the recommendations contained therein.

**Financial Matters**

1. Received and approved the following financial reports as at 30/06/2021:

* Bank Statement
* Bank Reconciliation
* Receipts and Payments Summary (including budget monitoring)
* Reserves Statement

1. **Resolved** to subscribe to Scribe accounting software for Parish and Town Councils with effect from 1 June 2021 at a cost of £180 plus VAT per year.
2. **Resolved** to approve the following online payments made since the last meeting:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DATE | PAYMENT TYPE | DESCRIPTION | POWER | AMOUNT |
| 12/05/2021 | Direct Debit | Website/IT – Website Hosting | LGA 1972 s.142 | £ 7.20 |
| 26/05/2021 | Standing Order | Staff Salaries – Clerk’s Salary | LGA 1972 s.112 | £ 207.40 |
| 11/06/2021 | Direct Debit | Website/IT – Website Hosting | LGA 1972 s.142 | £ 7.20 |
| 28/06/2021 | Standing Order | Staff Salaries – Clerk’s Salary | LGA 1972 s.112 | £ 207.40 |
| 12/07/2021 | Direct Debit | Website/IT – Website Hosting | LGA 1972 s.142 | £ 7.20 |
| 26/07/2021 | Standing Order | Staff Salaries – Clerk’s Salary | LGA 1972 s.112 | £ 207.40 |
| **Total** |  |  |  | **£ 643.80** |

1. **Resolved** to approve and sign the following cheque payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DATE | CHQ NO | DESCRIPTION | POWER | AMOUNT |
| 18/07/2021 | 435 | Village Green – Grass Cutting |  | £ 650.00 |
| 27/07/2021 | 436 | Subscriptions – Accounting Software |  | £ 216.00 |
| 27/07/2021 | 437 | Professional Fees – Internal Audit |  | £ 175.00 |
| 27/07/2021 | 438 | Various – Clerks Expenses |  | £ 168.05 |
| 27/07/2021 | 439 | Administration – Insurance |  | £ 283.01 |
| **Total** |  |  |  | **£ 1,209.05** |

1. Agreed that the next meeting will be held on Monday 20th September 2021 at 7:30pm in Kempley Village Hall.

With no further business the meeting was closed at 9.06pm.

Signed (Chairman) Date