



## KEMPLEY PARISH COUNCIL

Chairman: Cllr Martin Brocklehurst

Clerk: Tim Dain – Tel: 07910 842879

Email: [clerk@kempleyparishcouncil.org](mailto:clerk@kempleyparishcouncil.org)

Website: [www.kempleyparishcouncil.org](http://www.kempleyparishcouncil.org)

Councillors are hereby summoned to attend the Ordinary Meeting of **KEMPLEY PARISH COUNCIL** to be held on **Monday 20<sup>th</sup> March 2023** at **7:30pm** in Kempley Village Hall for the purpose of transacting the business set out below.

Tim Dain - Parish Clerk

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### AGENDA

- 162 To receive apologies for absence.
- 163 To receive any declarations of interests and consider written requests for dispensations.
- 164 To approve and sign the minutes of the Annual Parish Council meeting held on 16<sup>th</sup> January 2023.
- 165 Public Open Forum  
This council is committed to community participation and warmly invites members of the public to contribute during this part of the meeting, to make representations, ask questions, and give evidence in respect of any item of business included on the agenda. A total time of 15 minutes is allocated with individual representations limited to a maximum of three (3) minutes - Standing Order 3(e)-(k). Alternatively, questions/comments can be sent to the Parish Clerk at [clerk@kempleyparishcouncil.org](mailto:clerk@kempleyparishcouncil.org) who will ensure these are considered at the meeting.  
After the Public Open Forum, members of the public are asked to respect the fact that this is a meeting to conduct Council business and interruptions are not permitted.

### Items For Consideration

#### Planning

- 166 To respond to new planning applications: none
- 167 To note planning decisions: none

#### Reports

- 168 To receive reports from District and/or County Councillors (if available)
- 169 To receive the Clerk's report

### Items For Exchange of Views:

- 170 May 4<sup>th</sup> Elections
- 171 Welcome Pack for households new to Kempley (update Cllr Lewis)
- 172 Public Rights of Way: Installation of Kissing gates (update Cllr Brocklehurst)

- 173 Highway Matters
- Build Back Better Grant funded road signage (update from clerk and Cllr Howson)
- 174 Kempley Community Broadband Project (update Cllr Brocklehurst)
- 175 Queen’s Wood boom access key – for discussion
- 176 Request to install dog waste bins

**Items For Resolution & Decision:**

- 177 To consider holding a public Annual Parish Meeting.
- 178 To consider awarding a contract for maintenance of the Village Green & Fishpool War Memorial for 2023/24.

**Documentation review**

- 179 To review and adopt the following updated policies and procedures:
- 04 Risk Assessment Policy

**Staffing matters**

- 180 To consider a request from the clerk for paid overtime (if necessary) for additional hours incurred in the course of the Parish Council election in May.
- 181 To consider incremental progression within the NALC salary scale in accordance with the clerk’s contract of employment paragraph 9.2.

**Financial Matters**

- 182 To consider introducing the payment of invoices via Bankers Automated Clearing System (BACS) or Clearing House Automated Payment System (CHAPS).
- 183 To receive the following financial reports as at 28/02/2023
- Bank Statement
  - Bank reconciliation
  - Budget monitoring report
  - Reserves statement
- 184 To approve the following online payments made since the last meeting:

| DATE     | PAYMENT TYPE | DESCRIPTION  | POWER          | AMOUNT  |
|----------|--------------|--|----------------|---------|
| 09/01/23 | DD           | Information Commissioners Office annual subscription | LGA 1972 s.111 | £35     |
| 11/01/23 | DD           | Website/IT – Website Hosting                         | LGA 1972 s.142 | £7.20   |
| 26/01/23 | SO           | Clerk’s Salary                                       | LGA 1972 s.112 | £236.80 |
| 13/02/23 | DD           | Website/IT – Website Hosting                         | LGA 1972 s.142 | £7.20   |
| 26/02/23 | SO           | Clerk’s Salary                                       | LGA 1972 s.112 | £236.80 |

185 To approve and sign the following cheque payments:

| DATE     | CHQ No | DESCRIPTION   | POWER                                | AMOUNT          |
|----------|--------|---|--------------------------------------|-----------------|
| 29/01/23 | 491    | Gloucester County Council contribution to Kissing Gates | Highways Act 1980 s43,50             | £1,200          |
| 20/03/23 | 492    | Gloucester County Council contribution to Kissing Gates | Highways Act 1980 s43,50             | £300            |
| 20/03/23 | 493    | Clerk's overtime/expenses re Parish boundary road signs | Road Traffic Regulation Act 1984 s72 | £122.46         |
| 20/03/20 | 494    | Clerk's expenses Jan/Feb                                | Various                              | £118.42         |
| 20/03/23 | 495    | Morelock Signs – road signs and posts                   | Road Traffic Regulation Act 1984 s72 | To be confirmed |
| 20/03/23 | 496    | J.P. Manns Garden Services                              | War Memorials (LAP) Act 1923, s.1    | £660            |

186 To note income received as follows:

|          |                         |  |         |
|----------|-------------------------|--|---------|
| 06/03/23 | 5100720757 - B435MOSFOD | Gloucestershire County Council Build Back Better Councillors Fund - grant for new noticeboard. | £950.00 |
|----------|-------------------------|--|---------|

### General

187 To receive items for the May 2023 meeting agenda – N.B. This will be the Annual Parish Council Meeting

188 Date and time of next meeting: **Monday 15<sup>th</sup> May 2023 at 7:30pm  
Kempley Village Hall**

Kempley Parish Council is no longer receiving hard copy planning applications. All planning applications can be viewed on the Forest of Dean District Council website at: <https://publicaccess.fdean.gov.uk/online-applications/>

All meetings of the council are open to the public and press except for items considered under Standing Order 3(d)

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, sexual orientation, marital status and any disability), Crime and Disorder, Biodiversity, Health and Safety and Human Rights.