



# KEMPLEY PARISH COUNCIL

## Minutes of the Ordinary Parish Council Meeting

Held on Monday 21<sup>st</sup> November 2022 at 7.30 in Kempley Village Hall

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### Minutes

**Present:**

**Councillors:**

Martin Brocklehurst (Chairman); Robert Howson (Vice Chairman),  
Kim Reynolds, David Lewis

**Officers:**

Tim Dain (Clerk)

**In attendance:**

Gloucester County Council Councillor Gill Moseley,  
Gill Kilmullay (prospective Forest of Dean Councillor) accompanied by her  
husband. No other members of the public were present.

**Invited guests:**

Reverend Kat Mephram, Priest-in-Charge, Leadon Vale Benefice  
Robert Earl

102 Apologies were accepted from Cllr Tom Jackson. The resignation of Cllr Stafford Cruse was noted creating a second casual vacancy available for co-option.

103 Cllr Brocklehurst declared the following interest:

Project AURORA - Martin Brocklehurst is a partner in this European Funded Horizon 2020 project that will run for 3.5 years from December 2021 and is leading Work Package 5 Exploitation, Dissemination and Communication for the Project and will receive 70% of all staff costs and 100% of expenses.

104 Council **resolved unanimously** to approve the minutes of the Ordinary Parish Council meeting held on 26<sup>th</sup> September 2022.

105 Public Open Forum - No parishioners were present.

### Items For Consideration

106 Cllr Brocklehurst welcomed Revd. Kat Mephram to the meeting, seeking views on how best the Council might work with the Diocese and Parochial Church Council (PCC) to support the Kempley community and asking whether, as a large community building, St Edward's Church is available for other uses, a suggestion raised by parishioners at the Annual Parish meeting.

Revd. Mephram informed council that her role covers 9 parishes, so attendance in each is limited with a reliance on the congregation to flag up issues. St Edward's Church is well used for funerals, baptisms and weddings and whilst the Sunday congregation is small, the impact within the community is considerable. Revd. Mephram confirmed wider use of St Edward's is welcomed, explaining that, as with most churches, funding is tight and opportunities to raise money helps maintain the building. Money received from the Daffodil Weekend, Summer Fayre and Kempley Dog Show are vital income streams recently impacted by the Covid pandemic.

By way of local comparison, Dymock Church offers a weekly 'Warm space', toddler group, youth group, food collection/community larder all of which are well utilised. Dymock also benefits from the school being a regular user. Whilst some churches are used for concerts offering excellent acoustics, the space and fixed pew positioning within St Edward's does not currently lend itself to this and any change would require a 'Faculty'<sup>1</sup> to reorder the interior instigated by the PCC. Also there are no on-site toilet facilities meaning attendees would need to use those at the Village Hall. Mobile toilets are often objected to. Any activities would be reliant on volunteers to arrange.

Cllr Brocklehurst thanked Revd. Mephram for attending and all agreed to work together to support future initiatives in the village.

### **Planning**

107 No new planning applications have been received.

108 No new planning decisions have been received.

### **Reports**

109 GCC Cllr Gill Moseley gave a verbal report which included:

- The availability of grant money for Traffic Regulation Orders (TRO) - some parishes with active traffic monitoring volunteers have used grant money to purchase cameras, speed guns and "20 is plenty" signs.
- "Warm places" initiatives - GCC is creating a map of these, most of which are in libraries with the nearest being Newent.
- Next year's "Highways Local" money (totalling £30,000) will be available for bids before May 2023 and can be used for minor highways safety issues for example road boundary issues, dilapidated fences, the poor state of some signs.
- State of highways – allocation of resources to repair activity is data driven, so reporting of issues to GCC remains of paramount importance.
- Recycling centres – Herefordshire County Council are still denying access to Gloucestershire households. Cllr Moseley is continuing to challenge this.

**Action:** Clerk to write to HCC requesting access to Herefordshire recycling centres on behalf of parishioners.

110 Council received the clerk's written report (Appendix I)

### **Items For Exchange of Views:**

111 Bob Earl thanked the Parish Council, Village Hall Committee, Transition Newent and Windcross magazine for the support offered with the Kempley Home Energy Café on 29<sup>th</sup>

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<sup>1</sup> A faculty is a **permissive right to undertake works to a church building or its contents**. It is the duty of the minister and churchwardens to obtain a faculty before carrying out any alterations subject to the de minimis list provided by each diocese.

October, reporting a good turnout of 60 members of the public plus 8 others actively engaged. A report from the meeting (Appendix II) can be found on the council's website:

<https://kempleyparishcouncil.org/wp-content/uploads/2022/11/Home-Energy-Cafe-Report-V221122.pdf>

Bob suggested three practical steps to focus on:

1. Assessing the effectiveness of insulation/heat loss from homes through heat camera imaging, either from a drone or hand-held device.
2. A renewables support group via a dedicated WhatsApp or email group.
3. An audit/survey of people in the village with renewables in situ to allow sharing of knowledge.

Members discussed these ideas and agreed to keep climate change as a standing item on future agendas.

**Action:** clerk to add the Home Energy Café report to the council's website.

112 Cllr Lewis informed the council that a template for a welcome pack has been obtained and work is ongoing to produce a pack of information for new households in the village. For further update at the January meeting.

113 Centenary Stone Information display - The clerk read out an email at the request of Chris Bligh, DyFRA Moment.press HLF project (Appendix III). Members discussed the email's content and the input provided by Cllr Cruse to bring this piece of work to a successful conclusion. As a format acceptable to all parties has not been achieved, it was agreed that further efforts are not good use of resources. A resolution will be brought to the next meeting on whether to proceed with the project at this current time.

114 Public Rights of Way - Cllr Brocklehurst reported that due to lack of contractor availability installation of the new kissing gates has been delayed. GCC have said there is currently no target date for completion but this will be as soon as possible and will include reinstatement of the footbridge on GKE21.

115 Highway Matters: Build Back Better Grant funded road signage - Members discussed progress; the signs' design has had to change to become acceptable to GCC Highways, proposals to place the signs at the parish's boundaries will require further input and liaison however the new signs could be fixed to the existing pole infrastructure and then moved in the future. The choices are to go with the approved format installed at the current locations or to risk losing the funding.

**Action:** 7 signs and fixings to be ordered for installation on the existing posts.

116 Kempley Community Broadband Project – Cllr Brocklehurst updated members that the next virtual meeting will take place at 7.00pm on 13<sup>th</sup> December when there will be an opportunity to meet the contractor (Full Fibre). The authorisation process is ongoing with an expectation of imminent final sign off and roll out early in 2023.

117 Road verge maintenance - no update currently.

**Action:** Clerk to liaise with Tim Rickard (DyFRA).

- 118 Biodiversity strategy - no update currently.
- 119 Defibrillators – Following recent issues with the locking cabinet housing the Village Hall defibrillator, the clerk advised that this is a legacy issue. This unit was the first one installed and there is no requirement for it to be locked. Cllr Reynolds advised that location of defibrillators does not readily appear in a Google search.
- Action:** Clerk to mark the door code on the locking cabinet.
- Action:** Explore why defibs aren't appearing online with the Community Heartbeat Trust
- Action:** Put location information in the village welcome pack (item 112).
- 120 Village Green Christmas Tree – this is now in place. The tree was sourced within the allocated budget. Cllr Brocklehurst thanked the volunteers involved.
- 121 Proposed diversion of footpaths GKE 38 and GDY 57 at The Redlands and Felania - this path has not been open for many years and comments on the proposed diversion are being sought by the GCC Public Path Order Officer. Members discussed the proposal and were in support. (Appendix IV).
- Action:** clerk to pass on Parish Council's comments of support to GCC Public Rights of Way Team.

### **Items For Resolution & Decision:**

- 122 Budget for Financial Year 2023/24 – Members reviewed the budget proposals prepared by the Responsible Financial Officer (RFO) and after discussion **resolved** to approve a budget which will have a maximum 2% increase effect on the precept.
- Action:** RFO to re-calculate when the Tax Base is known in December and bring back to the January meeting for approval.
- 123 Council **resolved** to approve a donation of £30 to the Royal British Legion Poppy Appeal.
- 124 Council **resolved** to agree in principle, and subject to funding being identified, to the provision of a new noticeboard at the south east end of the village, this having been requested by parishioners. GCC Cllr Gill Moseley advised that an application could be made to the Build Back Better Councillors Scheme for a grant for this purpose.
- Action:** Clerk to make a grant application and ask GCC Highways for permission to locate the new board.
- 125 Following the recent incident in the village, councillors **resolved** to invite a representative from National Grid to a future meeting to outline:
- Current safety measures for dealing with high power voltage cable failures and implications for our Emergency Response Plan
  - Current thoughts on Climate Adaptation measures to increase the climate resilience of the power supply to Kempley.
  - Infrastructure issues associated with any proposals for community energy generation in Kempley.

**Action:** Clerk to request attendance via the National Grid website

### Documentation review

126 Council **resolved** to adopt the following updated policies and procedures:

- 09 GDPR Policy (subject to re-wording for clarification of paragraph 14: Transfer of Data Abroad)
- Grant Awarding Policy

**Action:** Clerk to upload the policies to the council's website.

### Staffing Matters

127 Council **resolved** to approve the National Association of Local Councils 2022/23 pay award affecting the clerk's salary.

### Financial Matters

128 Council **resolved** to agree to add Cllr Reynolds as a signatory for the bank account and for Cllr Lewis to take on the role of councillor responsible for finances following the resignation of Cllr Cruse.

**Action:** clerk to raise a variation mandate.

129 Council **resolved** to approve the following financial reports as at 31/10/2022

- Bank Statement
- Bank reconciliation
- Budget monitoring report
- Reserves statement

130 Council **resolved** to approve the following online payments made since the last meeting:

DATE	PAYMENT TYPE	DESCRIPTION	POWER	AMOUNT
13/09/22	DD	Website/IT – Website Hosting	LGA 1972 s.142	£7.20
26/09/22	SO	Clerk's Salary	LGA 1972 s.112	£216.80
TBC	DD	Website/IT – Website Hosting	LGA 1972 s.142	£7.20
26/10/22	SO	Clerk's Salary	LGA 1972 s.112	£216.80

131 Council **resolved** to approve and sign the following list of cheque payments:

DATE	CHQ No	DESCRIPTION	POWER	AMOUNT
21/11/22	284	Clerk's expenses	Various	£95.69
21/11/22	285	Clerk's salary adjustment (NALC salary award 2022/23)	LGA 1972 s.112	£182.00
21/11/22	486	RBL Poppy Appeal	LGA 1972 s.137	£30.00
21/11/22	487	GAPTC (clerk's Training)	LGA 1972 s.112	£30.00
21/11/22	488	Christmas Tree	LGA 1972 s.137	£200.00
21/11/22	TBC	Road signs (with fixings)	Road Traffic Regulation Act 1984 s72	TBC

## General

132 The following items were received for the January 2023 meeting agenda

- Precept setting
- State of local highways
- Disposal of the old Kempley road signs
- Instigating recycling points in the village

133 Date and time of next meeting:

**Monday 16<sup>th</sup> January 2023 at 7:30pm**  
**Kempley Village Hall**

With no further business, the meeting closed at 21.40

Appendix I – Clerk’s report

Appendix II – Kempley Home Energy Café report

Appendix III – email from Chris Bligh DyFRA Moment.press HLF project

Appendix IV - Proposed diversion of footpaths GKE 38 and GDY 57

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 & Human Rights.