KEMPLEY PARISH COUNCIL

**Minutes of the ordinary Parish Council Meeting**

Held on Monday 21st March 2022 at 7:30pm in Kempley Village Hall

**Present:**

Councillors: Martin Brocklehurst (Chairman), Robert Howson, Stafford Cruse and Edward Lewis

Officers: Tim Dain (Clerk)

In attendance: Cllr Gill Moseley (Gloucester County Council, Newent Division)

 No members of the public attended the meeting.

1. Apologies were received and accepted from Cllr Jackson and Cllr O’Rourke.
2. Declaration of interests sought, none were received and there were no written requests for dispensations.
3. Item 19 on the Agenda was brought forward and the appointment of Tim Dain to the role of Clerk was ratified. Tim was welcomed to the role, contract of employment effective from 1st March 2022.
4. Minutes of the Parish Council meeting held on 17th January2022: Cllr Howson requested an amendment at point 98 to reflect that the principle of a ‘History Board’ is supported but the exact nature and location for this requires further consideration. To be discussed as item 121. With this amendment agreed, **resolution** to approve minutes proposed by Cllr Lewis, seconded by Cllr Cruse. All in favour.
5. Public Participation: No members of the public were present. Cllr Cruse reported he was in receipt of written representation regarding the Centenary Stone Information Board/History Board to aid discussion (item 121)

**Reports**

1. Cllr Gill Moseley, Gloucestershire County Council (GCC) Representative for the Newent Division, gave a verbal report to council which included the following points:

**20 MPH Speed Limits** - Progress is anticipated regarding the approval and funding for 20mph speed limits within Forest of Dean District Council (FoDDC) villages as part of her work ongoing since May 2021. Cllr Mosely sought clarification on whether the Parish Council supported this for Kempley and this was duly confirmed.

*Action:* Clerk to write to Liz Kirkham (Network & Traffic Manager) to confirm that the introduction of 20mph speed limits in central areas of the village is supported by the Parish Council.

**Covid Recovery Fund -** Discussions are ongoing in regards to best use of the Covid Recovery Fund, more details to follow.

**Highways Local Fund -** The imminent end of the current Financial Year’s ‘Highways Local’ funding has prompted Cllr Mosely to liaise with Andrew Middlecote (Gloucester County Council Local Area Highways Manager) regarding optimal use of any remaining funds. Whilst it’s now too late to make requests within this year’s funding stream, requests for the new Financial Year will be considered in due course and are needed before Christmas each year to be viable. Examples of previous projects include: yellow backing boards on Newent By-pass, dropped kerbs in Newent, installation of Kissing Gates. Resurfacing is not covered by this funding stream.

**Highway Repairs -** Following up on the recent GCC meeting motion to change the way the Highways division work with the aim of expediting the repair of potholes i.e. only one attendance to both identify need and carry out the work, this change to working practice will not be adopted currently.

1. Cllr Brocklehurst presented his report: Kempley Parish Council - Climate Change Emergency.

**Kempley Parish Carbon Footprint** - Members discussed the IMPACT carbon baseline tool that allows carbon emissions to be calculated. Attention was drawn to the penultimate slide: IMPACT Community Carbon Calculator showing a comparison across all the Forest of Dean (FoD) Parishes and demonstrating that Kempley has relatively high Carbon emissions. It was speculated that this was due to factors including Socio-economic demographics, the agricultural nature of the area, the necessity to use private cars for travel and the absence of mains gas.

Support was sought for the recommendations in the report and there was discussion on how best to communicate a coherent climate strategy to the Parish. FoDDC will be developing a communication and action strategy and it was felt best that KPC should adopt this and make use of existing Social Media resources. It will be important that any potential financial benefits that are available are communicated to Parishioners.

***Resolved unanimously*** to agree Report Recommendation 1a. & 1b.

***Action:*** Parish clerk to open discussions with the Centre for Sustainable Energy (CSE) and Forest of Dean District Council (FoDDC) on a standard system that can be used to record carbon reduction works undertaken in Kempley as part of the FoD Aurora pilot.

***Action:*** Parish clerk to use Parish Online software to record the location of existing and new carbon reduction initiatives identified through planning applications and local contacts.

**Government Grant Schemes to Renewable Energy** -Members discussed the Government’s new grant scheme to support carbon reduction that goes live in July 2022. It was raised that Mitsubishi, one of the main suppliers of Air Source Heat Pumps is currently significantly challenged by World events and parts are difficult to obtain.

***Resolved unanimously*** to agree Report recommendation 2.

***Action:*** Parish clerk to facilitate a seminar in the village hall on ground source heat pumps and the Government’s grant scheme.

**Promoting the full uptake and use of superfast broadband -** Members discussed the availability of Broadband within Kempley. Disappointment was expressed about the withdrawal of Gigaclear. Cllr Mosely suggested she sought clarification on the roll-out of the ‘Fastershire’ initiative and all felt it important that Kempley should not suffer as a result of commercial or political decisions.

There was further discussion on the merits of the options currently available, it was suggested that one solution is to identify a contractor to install additional fibre optics, another to make use the wireless Airband option. The latter was reported to give very variable download speeds at times of peak usage. The consensus view was that it’s difficult to advise the local community on the best course of action and surprise was expressed that the issue is not being raised more frequently with councillors.

Cllr Mosely suggested Kempley Parish Council (KPC) write to the Leader of FODDC with a copy to herself, highlighting the challenges of Broadband provision in Kempley.

**Resolved to support only part of the report’s recommendation 3** related to supporting a new community broadband scheme for Kempley.

**Action:** Parish Clerk to write to Fastershire and Airband expressing support for a new community scheme to bring superfast broadband to Kempley.

1. Cllr Brocklehurst presented his report: Kempley Parish Council - Public rights of Way

Nine new Kissing Gates involving 5 landowners have been installed over the past year replacing pre-existing styles. The 2022-23 budget makes provision for financial contributions to enable a further 5 kissing gates to be installed. These are jointly funded by KPC and GCC and in order to progress this additional expenditure requires formal approval.

***Resolved unanimously*** *to a*pprove funding for a further 5 Kissing Gates during 2022-23 with the same financial arrangements and subject to confirmation of agreement with local land-owners.

***Action:*** Clerk to confirm funding approved by KPC to GCC Public Rights of Way Officer.

***Resolved unanimously*** to proceed with distribution of the two leaflets: “A Guide to Public Rights Of Way” and “Responsible Dog walking on Public Rights of Way”..

***Resolved unanimously*** to print and distribute a map of Public Rights of Way in Kempley Parish. This is currently being supported by Cllr O’Rourke.

It was confirmed that directional signs and responsible dog walking signs for farmers to erect on their land crossed by a Public Rights of Way (PROW) are available from the clerk.

The currently known blocked PROW in Kempley were discussed:

* GKE35 – Wantridge to Daffodil Way (GKE33) has now been resolved.
* GKE38 Old Post Office to Parish Boundary in the direction of New Grange Farm is in the process of being resolved through a diversion and closure order that will pioneer a new route for this footpath and remove the right of way from a residential garden.
* GKE34 linking a footpath to the Daffodil Way from the highway at Fishpool: ***Resolved unanimously*** to take no further action as this is directly through a private property’s garden (Fishpool Cottage), has not been used for many years and is of little direct benefit to the community as a short alternate route exists.

**Daffodil Weeked**

1. Councillors discussed Kempley Daffodil Weekend which took place over the weekend of 19th and 20th March 2022. In excess of 1,000 people attended and the event benefitted from glorious weather. Over 300 people took part on the guided walks and there were queues for the Daffodil Bus. Excellent local press coverage was received, however to improve the event further next year it was felt that car parking arrangements should be improved.

Cllr Howson reported that whilst the final costs are still being calculated, of the £7,800 GCC Grant received, approximately £3,800 has been spent on: the programme, the bus, advertising, temporary signage, organisation costs, the Barbeque, Gazebo and the Village Hall signboard. A further amount of approximately £4,000 remains which has been identified to support permanent signage at the Parish’s boundaries (see item 118).

**Highway Matters**

1. Kempley Parish Boundary Signs: The latest version of the design for these produced in association with Morelock Signs Ltd. were distributed for perusal. It was remarked that these had initially been poorly received by Andrew Middleton (Local Area Highways Manager) prompting Morelock Signs Ltd. to be consulted to ensure legislative compliance.

|  |  |
| --- | --- |
| Due to the rural nature of the area, it was suggested that the signs would be better sited at the Parish boundaries rather than immediately adjacent to residential areas. Cllr Brocklehurst has written to Andrew Middlecote seeking his agreement on the design and proposed location of the signs who it is understood plans to visit Kempley to review.***Action:*** clerk to liaise regarding this site visit with the aim of it taking place at a time when Cllr Brocklehurst can be present. |  |

1. Members discussed damaged roads and road road haunches, in particular the lanes leading from Hillfields Farm via Kempley past Saint Mary’s Church towards Much Marcle and from Hillfields Farm towards Dymock. Cllr Brocklehurst has written to Andrew Middleton regarding appropriate next steps and a response is awaited.

**Biodiversity Strategy**

1. Views were sought on progress to date and it was noted that other local Parishes have adopted much of the Kempley Biodiversity Strategy as a template for their own. It was reported that Dymock Forest Rural Action (DyFRA) and Gloucester Wildlife Trust are seeking to identify local farmers willing to use DEFRA money for re-wilding projects.

Members discussed whether the 2013 agreement with the Highways Authority to increase species diversity within roadside verges has been successful. It was agreed that having data to support this would be beneficial.

For further discussion at the next KPC meeting with a proposal for the clerk to request an update from Tim Rickard on the success of DyFRA’s initiatives.

**History of Kempley Exhibition Display**

1. Members discussed the current initiatives to provide a display of historical information for parishioners and visitors alike. The Parochial Church Council (PCC) are understood to support a permanent historical exhibition hosted within the Church and a parishioner is keen for a display board within the bus shelter adjacent to the Village Green and linked to the Centenary Stone. All agreed the Parish Council supports the principle of a permanent historical information display and will need to identify the preferred option to support. In view of a variety of remarkable events that should be considered for inclusion, the Parish Council will require an involvement in deciding what should, and should not, be included in order to present a factual, sensitive and non-political display. It was suggested that the goal should be to have this in place for the 2023 Daffodil Weekend.

Councillors spoke in support of both initiatives. A final decision will be needed at the next meeting on which project to support, whether a financial contribution will be made and if so how much.

Cllr Moseley identified an exhibition in Oxenhall Parish which could be used as an exemplar and suggested Gwen Tutt and John Teire as potentially useful contacts.

***Action:*** Cllr Cruse to liaise further with the parishioner regarding content and report back to the May meeting. An update from the PCC to also be sought.

**Platinum Jubilee**

1. Councillors discussed progress regarding the event to celebrate the Platinum Jubilee to be held on Sunday 5th June 2022.

***Resolved unanimously*** to make a £500 donation to Kempley Village Hall Trust for the purpose of holding a free barbeque on the Village Green.

***Resolved unanimously*** to grant permission to Kempley Village Hall Trust to hold the event on the Village Green.

***Action:*** Clerk to confirm this permission in writing.

Members discussed the requirement for ensuring appropriate Public Liability Insurance cover. A road closure request has already been made by the Clerk for 5th June 2022 between 12.00 and 18.00 from The Old Post Office to Saint Edward the Confessor’s Church. Once confirmed, this will require communication to residents and local farmers and the appropriate Road Closure signage hired at the expense of the Parish Council.

**Community Engagement**

1. Regarding a parish council Facebook page, this was deferred to the next meeting for Cllr O’Rourke’s input.
2. Annual Parish Meeting, the clerk was requested to identify a suitable date for this and make the necessary arrangements. It was suggested that this would be a useful opportunity to promote closer working between all the village organisations in Kempley and in particular to stimulate discussion with the Parochial Church Council about how we might improve the usage of the biggest community asset within the village, St Edward’s Church.

***Action:*** Clerk to identify venue and Councillor availability for a date in May 2022

**Planning**

1. No new planning applications have been received.
2. The Following Forest of Dean District Council planning decisions were noted:

[**Proposed extension to agricultural building to provide covered manure store. - Court Farm Kempley Dymock Gloucestershire GL18 2AT**](https://publicaccess.fdean.gov.uk/online-applications/centralDistribution.do?caseType=Application&keyVal=R49P6WHIFKM00)

Ref. No: P2078/21/FUL | Status: Granted Permission | Case Type: Planning Application

**Financial Matters**

1. The following financial reports were received and noted
* Bank Statement as at 28th February 2022
* Bank reconciliation as at 28th February 2022
* Receipts and payments summary 1st April 2021 to 28th Feb 2022
* Payments list 7th January 2022 to 25th March 2022
* Payments list specific to Kempley Daffodil Weekend 13th February 2022 to 25th March 2022
1. ***Resolved*** to approve the following list of payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DATE | PAYMENT TYPE | DESCRIPTION | POWER | AMOUNT |
| 07/01/2021 | Direct Debit | Annual membership LGA 1972 |  | £35.00 |
| 17/01/2022 | Cheque 444 | Grass cutting/pruning |  | £650.00 |
| 25/01/2022 | Standing Order  | Staff salary (Clerk) | LGA 1972 s.112 | £207.40 |
| 05/02/2022 | Direct Debit | Website hosting | LGA 1972 s. 142 | £7.20 |
| 13/02/2022 | Cheque 446 | Toilet hire |  | £264.00 |
| 13/02/2022 | Cheque 445 | Printing |  | £1,077.00 |
| 21/02/2022 | Cheque 448 | Signage |  | £105.60 |
| 21/02/2022 | Cheque 447 | Kissing gates |  | £950.00 |
| 24/02/2022 | Cheque 449 | Venue hire |  | £24.00 |
| 25/02/2022 | Standing Order  | Staff salary (clerk) | LGA 1972 s.112 | £207.40 |
| 05/03/2022 | Direct Debit | Website hosting | LGA 1972 s. 142 | £7.20 |
| 15/03/2022 | Cheque 452 | Signage |  | £180.00 |
| 15/03/2022 | Cheque 453 | Vehicle hire |  | £340.00 |
| 15/03/2022 | Cheque 451 | Catering |  | £45.12 |
| 21/02/2022 | Cheque 454 | Venue hire |  | £140.00 |
| 21/02/2022 | Cheque 455 | Staff salary (clerk) | LGA 1972 s.112 | £217.20 |
| 21/02/2022 | Cheque 456 | Staff salary (clerk) | LGA 1972 s.112 | £90.80 |
| 21/02/2022 | Cheque 456 | Training |  | £24.00 |
| 21/02/2022 | Cheque 458 | Event advertising |  | £42.00 |
| 21/02/2022 | Cheque 456 | Postage |  | £6.88 |
| 21/02/2022 | Cheque 457 | Printing |  | £45.77 |
| 25/02/2022 | Standing Order  | Staff salary (clerk) | LGA 1972 s.112 | £207.40 |
| 13/02/2022 | Cheque 446 | Toilet Hire | DW | £264.00 |
| 13/02/2022 | Cheque 445 | Printing | DW | £1,077.00 |
| 21/02/2022 | Cheque 448 | Signage | DW | £105.60 |

**Staff Matters**

1. Formal ratification of the appointment of the new Clerk & Responsible Financial Officer was confirmed (see item 111):
2. ***Resolved unanimously*** to approve signing a bank mandate amendment giving the new Clerk delegate access to online banking and removing access for the outgoing clerk
3. ***Resolved unanimously*** to approve and sign standing order instructions for monthly payment of the Clerk’s salary with effect from 25th April 2022.

**General**

1. Items for the May meeting / councillor submissions:
* AGAR/AGM
* History of Kempley information display proposal.
* Parish Council Facebook page.
1. Date and time of next meeting:

**Monday 16th May 2022 at 7:30pm**

**Kempley Village Hall**

With no further business the meeting was closed 21.20

Signed (Chairman) Date

**Appendices:**

Appendix I. Kempley Parish Council - Climate Change Emergency

Appendix II. Kempley Parish Council - Public rights of Way