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| **Logo, company name  Description automatically generated** | **KEMPLEY PARISH COUNCIL**Chairman: Cllr Martin BrocklehurstClerk: Tim Dain – Tel: 07910 842879Email: clerk@kempleyparishcouncil.orgWebsite: www.kempleyparishcouncil.org |

Councillors are hereby summoned to attend the Ordinary Parish Council Meeting of **KEMPLEY PARISH COUNCIL** to be held on **Monday 18th September 2023** at **7:30pm** in Kempley Village Hall for the purpose of transacting the business set out below.

 Tim Dain - Parish Clerk

**AGENDA**

1. To receive apologies for absence.
2. To receive any declarations of interests and consider written requests for dispensations.
3. To approve and sign the minutes of the Ordinary Parish Council Meeting held on 10th July 2023.
4. 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 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.

1. Co-option to vacancies on the Parish Council

**Items For Resolution & Decision:**

1. To consider organisation of this year’s Act of Remembrance.
2. To consider organisation and funding of this year’s Christmas Tree and Tree Lighting event.

**Documentation review**

1. To review and adopt the following policies and procedures:
* Planning Applications Policy

**Financial Matters:**

1. To receive the following financial reports as of 31st August 2023:
* Bank Statement
* Bank reconciliation
* Budget monitoring report
* Reserves Statement

**Payments & Receipts**

1. To approve the following online payments made since the last meeting:

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| --- | --- | --- | --- | --- |
| DATE | PAYMENT TYPE | DESCRIPTION | POWER | AMOUNT |
| 12/07/23 | DD | Website/IT – Website Hosting | LGA 1972 s.142 | £8.40 |
| 26/07/23 | SO | Clerk’s Salary | LGA 1972 s.112 | £241.20 |
| 11/08/23 | DD | Website/IT – Website Hosting | LGA 1972 s.142 | £7.20 |
| 26/08/23 | SO | Clerk’s Salary | LGA 1972 s.112 | £241.20 |

1. To approve the following list of cheque payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DATE | CHQ No | DESCRIPTION | Budget/Power | AMOUNT |
| 18/09/23 | 509 | GAPTC – Internal Audit | LGA 1972 s.111 | £180.00 |
| 18/09/23 | 510 | Clerk’s expenses Jul/Aug (includes 2-year McAfee subscription) | Admin/various | £173.33 |
| 18/09/23 | 511 | Flagpole rope and pully | War Memorials (LAP) Act 1923, s. 1 | TBC |

**Items For Consideration**

**Planning**

1. To respond to new planning applications:
* **P1018/23/TPO** Laurel Cottage, Kempley Green, Kempley, Dymock. 1 x Field Maple covered by G1 of DFTPO 65. Trim back re-growth on the western side of the tree overhanging the driveway of Laurel Cottage, back to the previous pruning points granted permission under planning application number P0301/19/TPO.
* **P0712/22/FUL** Stonehouse Farm Kempley Dymock. Conversion of existing agricultural building to No. 2 holiday units with associated landscaping, parking and works.
* **P1041/23/FUL** New Farm Access Gate, Land to East side of Saycells Farm, Construction of access to farmland from public highway and installation of pair of farmland access gates.
* **P1089/23/FUL** Saycells Farm, Much Marcle, Ledbury, HR8 2NP. Retention of existing temporary caravan for residential purposes while replacement house is constructed (currently approved until 16th December 2023 by permission P1684/20/FUL) until 25th June 2025 or when the house is capable of occupation, whichever is the sooner.
* **P1151/23/FUL** Laurel Cottage, Kempley Green, Kempley, Dymock. Variation of Condition 8 (services approved shall be laid underground) to enable fibre optic cable to be connected via an existing pole above ground relating to planning permission P0097/14/FUL.
1. To note planning decisions:
* **P0643/23/FUL** | Variation of Condition 02 (approved plans) relating to planning permission P1197/22/FUL to facilitate changes to the approved scheme. Saycells Farm Much Marcle Ledbury HR8 2NP | Received: Fri 28 Apr 2023 | Validated: Tue 02 May 2023 | Status: Consent
* **P0680/23/FUL** | Erection of a single storey extension with associated works. The Bakery Fishpool Kempley Dymock Gloucestershire GL18 2BT Received: Wed 17 May 2023 | Validated: Thu 18 May 2023 | Status: Consent
* **P0509/23/FUL** | Erection of detached garage and garden store with ancillary accommodation above. 2 Stonehouse Cottages Kempley Dymock Gloucestershire GL18 2AT | Received: Tue 11 Apr 2023 | Validated: Wed 12 Apr 2023 | Status: Consent

**Reports**

1. To receive reports from District and/or County Councillors (if available)
2. To receive the Clerk’s report and review the Actions Tracker

**Items For Exchange of Views:**

1. Emergency Plan updates to include Winter Plan 2023/24.
2. St. Mary’s Church sign.
3. Community Approaches to Road Safety (CARS) Toolkit
4. Councillor email addresses.
5. Ash Dieback Project replanting scheme (see Clerk’s report)
6. Road Verges
* 99a - Highways Agreement update.
* 99b - Mowing of verge by Moorhouse Farm.
1. Community Ownership Fund.
2. Kempley Community Broadband Update.
3. Forest Community Energy Group update.
4. Public Rights of Way
* 102a - upgrades completed to date.
* 102b - three additional sites identified for joint funded GCC/KPC kissing gates.
* 102c – use of robotic brush cutter in late Summer
1. Anti-social Behaviour Action Plan – Community Payback/Immediate Justice.

**General**

1. Staffing matters
2. To receive items for the November 2023 meeting agenda.
* 2024/25 Budget
1. Date and time of next meeting: **Monday 20th November 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.