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| **Logo, company name  Description automatically generated** | **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 |

Councillors are hereby summoned to attend the Ordinary Parish Council Meeting of **KEMPLEY PARISH COUNCIL** to be held on **Monday 15th January 2024** 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 20th November 2023.
4. To welcome the new clerk to their role.
5. 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 Resolution & Decision:**

1. To consider the 2024 budget and precept.
2. To consider whether items #156 to #159 should be considered confidential or commercially sensitive requiring the public to be excluded, in accordance with Standing Orders Section 3d.
3. To consider quotes for maintenance of the Village Green.

**Staffing Matters**

1. To ratify the appointment of the new Clerk and Responsible Financial Officer and sign their contract of employment effective from 1st January 2024.
2. To approve and sign a bank mandate amendment form giving the new clerk delegate access to online banking and remove access for the outgoing clerk.
3. To approve and sign a standing order instruction for monthly payment of the Clerk’s salary.

**Financial Matters:**

1. To receive the following financial reports as of 31st December 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 |
| 13/11/23 | DD | Website/IT – Website Hosting | LGA 1972 s.142 | £7.20 |
| 26/11/23 | SO | Clerk’s Salary | LGA 1972 s.112 | £261.20 |
| 13/12/23 | DD | Website/IT – Website Hosting | LGA 1972 s.142 | £7.20 |
| 24/12/23 | SO | Clerk’s Salary | LGA 1972 s.112 | £261.20 |
| 09/01/24 | DD | Information Commissioners Office - annual subscription | LGA 1972 s.111 | £35.00 |

1. To approve the following list of cheque payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DATE | CHQ No | DESCRIPTION | Budget/Power | AMOUNT |
| 15/01/24 | 519 | GCC - Contribution kissing gates | Highways Act 1980 s43,50 | £1,056.00 |
| 15/01/24 | 520 | Clerk’s expenses | Various | TBC |
| 15/01/24 | 521 | New Clerk’s salary | LGA 1972 s.112 | £261.20 |

**Items For Consideration**

**Planning**

1. To respond to new planning applications:

* **P1620/23/FUL** Court Farm, Kempley, Dymock, Gloucestershire. Erection of Agricultural Building (Retrospective) **| Low impact - response submitted within timescales specified.**
* **P1621/23/FUL** Court Farm, Kempley, Dymock, Gloucestershire. Erection of extension to existing calf rearing shed with associated works. | **Low impact - response submitted within timescales specified.**

1. To note planning decisions:

* **P1292/23/FUL** Old Hill Orchard Kempley Road Dymock Gloucestershire. Retention and use of residential mobile home as a traveller pitch with parking provision for a single touring caravan, improvements to access and associated landscaping. **| Refused on 21st November 2023.**
* **P1041/23/FUL** New Farm Access Gate, Land to East Side of Saycells Farm, Much Marcle, Ledbury. Construction of access to farmland from public highway and installation of pair of farmland access gates. | **Granted permission 8th December 2023**
* **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. | **Granted permission 7th November 2023**
* **P1214/23/FUL** 2 Parkfields, Kempley, Dymock, Gloucestershire. Variation of Condition 02 of Planning Permission P0591/23/FUL to allow for a reduction in the width of the approved extension and removal of the approved porch along with alterations to the approved fenestration. **| Granted permission 12th October 2023**
* **P1391/23/AG** Land Southwest of Friars Court Kempley Gloucestershire. Application for determination as to whether prior approval is required for further details. Prior notification to construct an agricultural track is to provide better access to the arable land for routine husbandry and harvesting. **| Approved 8th December 2023**
* **P1392/23/AG** New Access at Hillfields Farm Kempley Road Dymock. Application for determination as to whether prior approval is required for further details. Prior notification for the construction of a track to provide better access from the slurry lagoon around the back of the buildings to the silage pits/feed stores and to the arable land. **| Decided 10th November 2023 – Planning Permission not required.**

**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. Email received regarding overgrown hedges.
2. Email received requesting a mobile vehicle activated sign to discourage speeding.
3. Dymock Parish Council’s Neighbourhood Development Plan consultation.
4. Highways (update following meeting with GCC Highways manager).
5. St. Mary’s Church sign (update from the clerk).
6. Flooding (Update from Cllr. Goodwin).
7. Farming Practices (Update from Cllr. Goodwin).
8. Litter (Update from Cllr. Goodwin).
9. Car Parking – Village Hall and Queens Wood (Update from Cllr. Goodwin).
10. Community Emergency Plan & Community Response Group.
11. Planning Strategy for ‘new build’ properties.
12. Community Health Support: Defib training/First Aid Courses/Kempley First Responder. (Update from Cllr. Howson)

**General**

1. To receive items for the March 2024 meeting agenda.

* powers to issue fixed penalty notices for litter and graffiti.
* Set a date for the 2024 Annual Parish Meeting
* Public Rights of Way update
* Kempley Community Broadband Update.
* Review of KPC actions in the Kempley Community Led Plan (2017).

1. Date and time of next meeting: **Monday 18th March 2024 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.