



KEMPLEY PARISH COUNCIL

Chairman: Cllr Martin Brocklehurst

Clerk: Daniel Hinde – Tel: 07910 842879

Email: clerk@kempleyparishcouncil.org

Website: www.kempleyparishcouncil.org

Minutes of the Kempley Parish Council Meeting held on Monday 17th March 2025

Present – Cllrs. R Howsen,(Vice Chair) D. Baker D Wood, R Goodwin, D Lewis, C. Cllr G. Moseley

Attendees – D Hinde (Clerk), 1 member of the public

135 To receive apologies for absence and confirm the meeting is quorate

Apologies from Cllr Brocklehurst and the meeting was declared quorate

136 To receive any declarations of interests and consider written requests for dispensations.

None

137 To approve and sign the minutes of the Ordinary Parish Council Meeting held on 13th January 2025.

COUNCIL APPROVED minutes from the Ordinary Parish Council Meeting held on 13th January

138 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.

None

Reports

139 To receive reports from District and/or County Councillors (if available)

C. Cllr Moseley gave a report on the proposed changes to the Council structures nationwide

140 To receive the Clerk's report

Clerks report was given as per **APPENDIX 1**

Items For Resolution & Decision:

141 To assign responsibility for the defibrillator checks and to confirm that the duties carried out by the council in terms of checking/monitoring and maintenance are covered by the councils insurance policy

Cllr. Goodwin agreed to carry out the monthly checks. Clerk advised he had contacted the Councils insurance company who confirmed that the checking/monitoring/maintenance and usage is covered under the terms of the policy

142 To discuss whether to book a defibrillator training session

It was **AGREED** that Cllr. Goodwin is to liase with the local doctor who can give guidance on the proper checking and use of the equipment

Items For Exchange of Views:

143 To receive an update from Councillor Wood on the new noticeboard design

Council discussed a design and ideas from Dyfra for putting local information on the new notice board near Dymock Woods.

Cllr Wood circulated the design brief from Dyfra

Discussions took place regarding an idea from Robin Bennion to use the bus shelter to display local area information.

Council **AGREED** the following actions should be completed:

- Cllrs Goodwin and Wood to talk with Dyfra
- Cllr Wood to talk with Robin Bennion

COUNCIL AGREED that they would ask parishioners at the community day if they would like to see more local information in the village and where they feel it would best be displayed.

144 To review the welcome pack and agree any actions required

Cllr. Lewis confirmed he had updated the welcome pack and Council **AGREED** for him to add it to the website

145 To review the emergency response plan and agree actions

Cllr. Howson **AGREED** to organize a meeting with volunteers and update Council at a later meeting

146 To discuss whether to set up a Community Response Group and agree actions

Council discussed the matter and will revisit at a later date

147 To discuss the recent grant application to Greener Gloucestershire for Thermal Imaging cameras and whether to become a community hub for a thermal imaging camera

Council were happy with the grant application and are awaiting the outcome. Council **AGREED** more information was required before a decision could be made on becoming a community hub.

Policies

Review and Amendments

148 To review Standing Orders and adopt amendments

COUNCIL AGREED to adopt the amendments to 18f in the Standing Orders

149 To review Financial Regulations and adopt amendments

COUNCIL AGREED to adopt the amendments to the Clerks details in the Financial Regulations

150 To review the complaints procedure

Council reviewed the procedure and **AGREED** to adopt a new policy

151 To review the GDPR policy

Council reviewed and **AGREED** to adopt a new policy

152 To review risk assessment

Council reviewed and were happy with this policy

153 To review health and safety policy

Council reviewed and were happy with this policy

Adoption

To consider the adoption of the following policies:

154 Scheme of Delegation

COUNCIL AGREED to adopt policy

155 Equality and Diversity

- COUNCIL AGREED** to adopt policy
- 156 **Publication Scheme**
- COUNCIL AGREED** to adopt policy
- 157 **Disciplinary**
- COUNCIL AGREED** to adopt policy
- 158 **Grievance**
- COUNCIL AGREED** to adopt policy
- 159 **Staff Appraisal**
- COUNCIL AGREED** to adopt policy
- 160 **Training and Development**
- COUNCIL AGREED** to adopt policy

Financial Matters:

Payments & Receipts

- 161 **Cllrs to approve the following online payments made since the last meeting See appendix 2 and view all invoices:**

COUNCILLORS APPROVED the online payments as per **APPENDIX 2**

- 162 **Cllrs to approve the following financial reports dated 28th February 2025**

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

COUNCIL APPROVED the budget above documents dated 28th February 2025

- 163 **To note income received as follows:**

28.02.25	C Muir	Paid In Error	261.20
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Council Noted the above income

- 164 **To discuss the new banking arrangements for signing off payments**

COUNCIL AGREED for Cllrs Brocklehurst and Goodwin to sign off online bank payments

Items For Consideration

Planning

**165 • P0415/24/FUL - Farmyard Adjoining The Gables Fishpool Kempley Dymock
GL18 2BT**

The council discussed the application noting there were concerns expressed in the village as to the true purpose of the accommodation as similar applications have been used as long term accommodation and not the holiday lets covered in the proposal

General

166 To agree a date for the Annual Parish Meeting

COUNCIL AGREED to hold the Annual Parish meeting at 19:30 on the 12th May and the Annual Meeting of the Council at 19:30 on the 19th May

167 To discuss what community support can be offered to vulnerable residents

This was discussed at length by the council with several ideas mentioned. It was agreed to give the matter more consideration and discuss again at a later date

168 To discuss a community event at the Village Hall on 7th and 8th June 2025

As various village groups are attending the event it was proposed by Cllr. Wood that the council also attend in an official capacity with a tabletop display showing the work of the Council, its members and information on how to contact them if needed. It was also put forward that Councillors and Clerk attend where available

169 To receive items for the May 2025 meeting agenda.

To discuss the villages defibrillators and who is responsible for operating and replacing consumables when needed

To receive an update on the noticeboard

To receive an update on the Village community day

To receive an update on the snow plough

170 Date and time of next meeting:

Annual Parish Meeting 12th May 19:30

Annual General Meeting 19th May 19:30

Meeting Close: 21:25

