

AMPNEY CRUCIS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 12 JANUARY 2015 IN THE VILLAGE HALL, AMPNEY CRUCIS.

Present: Councillors Rosanna Armitage, Doug Crook, Barry Dent, Adrian Grazebrook, Simon Holt, Alan Lewis and David Vessey
 Presiding: Councillor Barry Dent
 Clerk: Jayne Webster

Also present: District Councillor Sir Edward Horsfall, Janet Campbell, Harold Stevens, Michael Heudebourck, Rev. Jon Swanton and David Hardy

	ACTION
<p>1. Apologies for absence None</p>	
<p>2. Minutes of the meeting held on 10 November 2014 Resolution 01/15 <i>The Chairman proposed and the Council resolved that the minutes of the meeting held on 10 November 2014, be signed and adopted.</i></p>	
<p>3. Matters arising from the meeting held on 10 November 2014 3.1 Drain cover along the Village Street – the clerk has reported this to Paul Swift at Amey, GCC contractor, who has agreed to fit a new one, more appropriate for the location. 3.2 The Village Hall committee has agreed to store the Emergency Battle Box in the village hall. 3.3 Dog waste bins – GCC would like to meet to discuss possible locations. Clerk to liaise with GCC and Councillor Armitage.</p>	JW RA
<p>4. Reports from County and District Councillors District Councillor Sir Edward Horsfall reminded the Council about the Local Plan consultation document (see item 12.1). With regard to Planning Application 14/02266/FUL, the replacement of the village hall windows, he reported that the application may go before the planning committee on 12 February but he would talk to the planning officer to get things moving. Councillor Holt advised that over the Christmas holidays a bowling trip had been organised using the Youth Fund and he hoped that another activity would be organised soon. Rev Swanton thanked Sir Edward Horsfall for his support for securing the money for the WW1 commemoration services.</p>	
<p>5. Questions for the Public Mr Michael Heudebourck commented on the infrequency of the bus service through the village. Sir Edward Horsfall agreed to contact County Councillor Parsons regarding the bus route and also whether the bus service to Fairford could incorporate Ampney Crucis. Mr Harold Stevens asked when the bitumen at the entrance to the burial ground would be replaced. The Chairman advised that Amey had agreed to do the work but there was no date yet.</p>	
<p>6. Planning matters 6.1 Decisions None 6.2 Outstanding applications 650 14/02266/FUL Village Hall Replacement of existing windows to UPVC windows 6.3 Tree works For information only 653 14/03639/TCONR Waterton Farm House No objection 655 14/03672/TCONR Berkeley Cottage No objection 657 14/04381/TCONR Melita No objection 658 14/05257/TC ONR Cumberland House No objection 659 14/05012/TCONR Malt House No objection 660 14/05143/TCONR Orchard House No objection</p>	
<p>7. Financial matters 7.1 Current financial position Resolution 02/15 <i>The Chairman proposed and the Council resolved that the financial statements prepared by the Responsible Financial Officer should be adopted by the Council as an accurate reflection of the Council's financial position on 28 December 2014.</i> The Pensions Regulator – The Council has been advised that under the Pensions Act 2008, every employer in the UK must automatically enrol those who meet certain criteria into a workplace pension scheme. The staging date for Ampney Crucis Parish Council is 1 January 2016. By 1 February 2015 the Council need to nominate a key contact to receive additional emails which will assist employers to comply with their duties. The clerk will give her details to the Pensions Regulator for the additional information. The clerk reported that Lloyds Bank did not action the request dated 10 November 2014 to transfer £250 from the Treasurers account to the Imprest account (resolution 54/14).</p>	JW
<p>Budget adjustments – the grass cutting expenditure for 2014 is over budget by £82.80 and the village hall hire is over budget by £4. Both of which will come from the General Contingency fund. Resolution 03/15 <i>The Chairman proposed and the Council resolved that Councillor Crook be added to the bank signatories for the Lloyds Bank Treasurers Account.</i></p>	
<p>7.2 Transfer of payments Resolution 04/15 <i>The Chairman proposed and the Council resolved that £250.00 be transferred from the Lloyds Treasurers account to Imprest account.</i></p>	JW

7.3 Agreement of payments

Clerk's expenses (£5.49), clerk's non consolidated payment, see item 7.4 (£20.25).

Resolution 05/15 *The Chairman proposed and the Council resolved that the above amounts, totalling £25.74, be paid.*

JW

Prior to the meeting payments were made to Mr John Ducker for £72.00 for the Remembrance Wreaths (resolution 57/14) and the Village Hall committee for £44.00 (resolution 08/14).

7.4 Clerk's Remuneration

The Clerk left the room.

Resolution 06/15 *The Chairman proposed and the Council resolved that the clerk's salary should be increased in line with the agreed NALC pay award for 2014 – 2016. The pay award is payable from 1 January 2015 and continues to apply to at least 31 March 2016.*

1. *The Council agreed to increase the clerk's salary to the NALC scale SCP 22 at £10.527 per hour from April 2015.*

2. *The Council agreed a non-consolidated payment (in line with the NALC pay award) of £20.25, payable immediately for the period up to 31 December 2014.*

3. *The Council agreed to a payment of £47.46, in line with the NALC pay award, for January, February and March 2015, payable at the next meeting on 9 March 2015*

JW

7.5 Budget 2015-2016

The budget for 2015 – 2016 is shown below:

JW

Staff Costs	Salary	4106
	Expenses	50
Grass Cutting		1476
Pleydells Hedge		70
Burial Ground		0
Ampney Times		157
Admin	GAPTC	149
	Village Hall Hire	45
	Insurance	750
	Misc. & postage	90
Playground	Sinking Fund	0
	Replacement	0
	Insurance	250
War Memorial Fund		550
Other	Grants/Donations	0
	Audit	155
	Remembrance Ser.	36
		7884

The Chairman reported that he had spoken to the Ampney Times production team and had advised them that the Parish Council were minded to support the Ampney Times budget of £157 for the 2015/16 financial year but hoped that in future years some savings could be made. The Parish Council unanimously reaffirmed this position. The Parish Council resolved that it could not continue to fund sending the Ampney Times out to houses in the more remote parts of the village and to others by post and urged the Ampney Times team to consider other more economical methods of delivery to such households.

The Clerk agreed to notify the Ampney Times production team of the Council's decision.

The Council discussed the administration and clerk's expenses budgets and agreed that these should be reduced and efforts should be made to increase the use of email in particular providing electronic copies of documents for Councillors.

Resolution 07/15 *The Chairman proposed and the Council resolved unanimously that the above budget be adopted and the precept request for £7884 is sent to CDC:*

1. *The Council agreed that authorisation of expenses detailed in the budget (especially administration, external audit, Remembrance Service and Ampney Times expenses) be approved.*

2. *The Council agreed that the War Memorial Fund should be increased during the 2015- 2016 budget period, to cover additional expenses for cleaning and repairs that are anticipated during the next financial year. Wells Masonry has given a preliminary estimate and subsequently the Council agreed to increase the War Memorial fund by £550 during the 2015-2016 budget.*

JW

8. Burial ground matters

Councillor Grazebrook reported that the Transfer of land had been agreed with Mr and Mrs Kingsley's solicitor. In addition, Councillor Grazebrook has drafted a letter outlining the agreement which now needs approval from Mr and Mrs Kingsley's solicitor. The Council gave approval for Councillor Grazebrook to make any changes if necessary.

JW

Resolution 08/15 *The Chairman proposed, Councillor Vessey seconded and the Council agreed:*

1. *To take a transfer of land adjoining the existing burial ground (for future burial ground purposes) in the form of the Transfer deed which was duly considered and approved by the Council.*

2. *To register the reservation in the new burial ground of ten burial plots for the use of Anthony Kingsley and Sophie Kingsley and their respective families as they or their successors might direct, on payment of no reservation fee (either now or at any time in the future), but on payment of normal burial fees when the plots are to be used, and with the ability to transfer in any particular case from a burial plot to a plot for the interment of ashes.*

3. *That the Chairman and the Clerk should execute the Transfer on the Council's behalf.*

A signed copy of the above resolution is attached to the minutes on page 1253.

AG

Councillor Vessey reported that the fencing will not be completed before April or May 2015. Also the clearing of the site should take place within the next 2 to 3 months. Councillor Vessey suggested that as long as the work was started to clear the slope on the southern boundary within the next 3 years, the planning conditions would be fulfilled.

The Chairman thanked Councillors Vessey and Grazebrook for all the work they had done.

9. Village Update

9.1 Playground

Councillor Armitage reported that she had written to County Councillor Parsons and thanks to the Chairman's negotiations she was hoping to receive a substantial grant. The Clerk advised that Came and Company, the insurance brokers quoted £18 extra to cover the proposed items (this may be subject to change once the grant has been received and a final decision is made on which items of playground equipment to purchase). However, if the Council is satisfied with an email advising the items are insured, Came and Company would waive the extra premium for this year (current policy is due to expire 30 September 2015).

9.2 Ampney Times

See item 7.5. From the beginning of 2015, the Council will not continue to pay for postage for the Ampney Times delivery.

9.3 Footpaths

The clerk has contacted Jon Dearsley, Crucis Park Farm agent, advising that the Council is happy for Crucis Park Farm to explore the possibility of re-routing part of footpath BAC2 through the spinney off Butcher's Arms Lane. There has been no further reply from Crucis Park Farm and the clerk agreed to ensure that the promised remedial work is completed.

Councillor Crook reported that a footpath sign was missing at Ashbrook Lane and he agreed to contact GCC.

9.4 Community Council

Councillor Armitage, the Parish Council representative reported that the Community Council were due to meet soon and she would report back at the Parish Council's May meeting.

9.5 Benches at The Pleydells and Burial Ground

Councillor Crook has removed all three benches in The Pleydells, two were beyond repair. The third will be repaired by Mr Harold Stevens and once pressure washed, reinstated near the phone box. In addition, Councillor Crook has removed the fixings at the other two sites and anticipates that the repair work will cost between £25.00 and £30.00. The clerk has informed Bromford Housing. Bromford Housing has also agreed to cut the top and path side of the hedge at the entrance to The Pleydells.

The bench in the burial ground is also in poor condition, 3 slats are broken. Mr Stevens will advise on the best approach to repair.

The Chairman thanked Councillor Crook and Mr Stevens for their work on the benches.

9.6 War memorial

Councillor Lewis approached Wells Masonry who have advised that the memorial needs the cleaning and a stone needs replacing. They gave an initial estimate of £917 but really need to take the algae off first and then clean and assess what need to be done. A discussion following regarding the Council's duty to maintain and repair Parish Council assets and in view of this it was agreed by the Council that provision should be made in the budget for 2015-2016 to increase the War memorial Fund (see item 7.5).

9.7 OFSTED report for Ampney Crucis Primary School

The Chairman suggested that in response to the recent excellent report received by the school he should write in behalf of the Council highlighting the school's achievement.

10. Highways

A417 – With regard to the new 'slow' signs and the refreshment of the lining and hatching. Paul Swift from Amey has confirmed that the paperwork and programming issues have been resolved and he anticipates a date very soon. Clerk to continue to liaise with GCC and Amey.

Village Entry Signs – there have been many issues trying to get the design in a format which GCC can work with, these have been resolved and the next stage will be to get an idea of costs from GCC.

Vehicular Activated Signs – the Council noted that in the past week there have been two accidents along the A417. It was agreed that the Council should write to Richard Gray, Local Highways Manager, at GCC, County Councillor Parsons and Geoffrey Clifton-Brown MP. In addition, an article should be published in The Ampney Times asking villagers for their support

Councillor Crook advised that he had reported the drain along Ashbrook Lane and the pot holes at the Crown of Crucis crossroads to GCC.

11. Parish Council Elections May 2015

The Chairman advised that elections were due to take place on 7 May 2015. Anyone wishing to stand must submit a nomination paper to the Returning Officer at CDC offices. Packs will be sent to clerk from 23 February and copies will also be available on CDC's website. Nomination papers must be hand delivered to Nigel Adams at CDC by 9 April 2015.

12. Correspondence received

12.1 Email from CDC regarding the Local Plan consultation document detailing the District's development strategy. The consultation period is from Monday 16 January to Friday 27 February 2015 and the document can be viewed online at www.cotswold.gov.uk/go/ForwardPlanning. This was circulated to Councillors prior to the meeting and duly noted by the Council.

12.2 Email from Farming and Wildlife Advisory Group regarding black poplar trees. The Council agreed not to take up the offer.

12.3 Email from CDC regarding review of polling districts and polling places. This was circulated to Councillors prior to the meeting and duly noted by the Council.

12.4 Email from Mr Grimmer regarding the quality of the grass cutting around the War Memorial. A reply was sent to Mr Grimmer prior to the meeting outlining the Parish Council's position.

12.5 Letter from CDC regarding Local Green Spaces and detailing sites in the area which had been successful. This was noted by the Council.

JW

AL

BD

JW

DV
RA

13. Matters outstanding

14. Date, time and place of next meeting

9 March at 7.15pm in the village hall.pm.

The meeting closed at 9.40 pm

Post meeting note: Councillor Lewis would like to remind the Council about the village clear up in March. Further details will be discussed at the next meeting.