

## AMPNEY CRUCIS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 13 JULY 2015 IN THE VILLAGE HALL, AMPNEY CRUCIS.**

Present: Councillors Rosanna Armitage, Doug Crook, David Hardy, Neil Holt, Simon Holt, Eleanor Toby and Tony Williams.

Presiding: Councillor Neil Holt

Clerk: Jayne Webster

Also present: County Councillor Shaun Parsons, District Councillor David Fowles, Janet Campbell and Harold Stevens.

	<b>ACTION</b>
<p><b>1. Apologies for absence</b> Mr David Vessey</p>	
<p><b>2. Declaration of Interests</b> None.</p>	
<p><b>3. Minutes of the meeting held on 11 May 2015</b> <b>Resolution 30/15</b> <i>The Chairman proposed and the Parish Council resolved that the minutes of the meeting held on 11 May 2015, be signed and adopted.</i></p> <p>Councillor Neil Holt handed his Declaration of Acceptance of Office to the Clerk.</p>	
<p><b>4. Matters arising from the meeting held on 11 May 2015</b> 4.1 Dog waste bins – CDC no longer fund the purchase of dog waste bins, they do supply and install a metal bin for £210 plus vat. CDC/Ubico will empty bins and replace the liner. Councillor Armitage suggested that dog owners could contribute to the cost and the Council agreed to write an article for The Ampney Times to gauge village support for this idea. District Councillor Fowles advised that the Environment Officer at CDC would visit the village and be able to provide signage and luminous stencils, which may act as a deterrent to errant dog walkers. Clerk to liaise with CDC.</p>	<p><b>RA/NH</b></p> <p><b>JW</b></p>
<p><b>5. Invitation to Police regarding village burglaries</b> P.Sgt Gloyn attended the Ampney Crucis Neighbourhood Watch meeting held on 3<sup>rd</sup> July. Councillor Crook attended and the Council agreed to write an article for The Ampney Times highlighting suggestions to prevent crime outlined at the meeting.</p>	<p><b>DC/NH</b></p>
<p><b>6. Reports from County and District Councillors</b> County Councillor Parsons advised that he was aware that there is still work to be done on the A417 including the installation of chevrons agreed between Richard Gray, GCC Highways Manager, and Mr John Franklin. He was also aware of the planned meeting between the Parish Council and Mr Gray to discuss drainage and safety issues along the A417 plus a number of other outstanding items. With regard to the Council's request to tarmac the footpath along the A417, Councillor Parsons confirmed that GCC would only carry out minimum maintenance and anything more would have to be a joint venture (see item 13.2). Councillor Parsons had been approached by the school regarding the parking of cars at the beginning and end of the school day and will look into this matter. He concluded by noting that the new playground equipment funded by an Active Together grant has been installed.</p>	
<p>District Councillor David Fowles explained that CDC had been reorganised and since the May elections the number of councillors had reduced from 44 to 34 and the number of councillors in the cabinet was now 5 (previously 7). CDC also have a number of joint initiatives, to cuts operating costs with other District Councils including West Oxfordshire. 70 staff are shared with West Oxfordshire, saving £1.5 million. The plan is to have some departments managed on a regional basis, with those specific to each area such as planning, operating separately. CDC is very keen to have the new Local Plan in place by Autumn 2015. The Chairman questioned whether Councillor Fowles' position on CDC's Planning Committee will impact his representation of residents, but he assured the Council he would still be able to provide assistance and support to residents and the Parish Council regarding planning applications. Mr Harold Stevens asked about the progress of the grant application to CDC by the Village Hall, work is due to begin on the hall at the beginning of August and there has been no decision from CDC. Councillor Fowles agreed to liaise with the relevant department and Mr Stevens.</p>	
<p><b>7. Questions from the Public</b> Mr Harold Stevens asked about the replacement of the bitumen at the entrance to the Burial Ground. The clerk advised that GCC /Amey had agreed to carry out the work but no date had been fixed. The Chairman agreed to raise the matter at the meeting with Highways.</p>	<p><b>NH</b></p>

## 8. Planning matters

### 8.1 Decisions

663	14/05595/FUL	Birch House	Proposed external swimming pool and pavilion CDC permit
666	15/01158/LBC	Birch House	New doorway to replace existing window CDC permit
667	15/01534/LBC	8 Ampney Crucis	Internal alterations – CDC permit

### 8.2 Outstanding applications

671	15/01923/FUL	Land Parcel East Of Witpit Lane, Preston	Proposed solar farm
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The Chairman reported that Preston Parish Council's response had been circulated. They had asked for a reduction in the size of the development and raised concerns regarding the number of similar developments in the area. A copy of Ampney Crucis Parish Council's response is attached to the minutes (p.1294). Councillor Fowles agreed to report on any developments.

672	15/02409/FUL	Sheephouse Cottage	Demolition of conservatory, creation of new Extension and new dormer window – No comment
673	15/02263/FUL	Sheepfold Barn	Proposed single storey extension – No comment

### 8.3 Tree works

667	15/02188/TCONR	Old House	Yew tree crown lifting and removal of lower Branches – No objection
668	15/02367/TCONR	Old House	Fell tree – No objection
669	15/02476/TCONR	Fitzhamon House	Fell sycamore – No objection

## 9. Financial matters

### 9.1 Current financial position

**Resolution 31/15** *The Chairman proposed and the Parish 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 June 2015.*

### 9.2 Parish Council Admin costs

The Council confirmed that the new system of sending Council documents electronically was working well.

Councillor Williams arrived at 8.50pm.

### 9.3 Transfer of payments

**Resolution 32/15** *The Chairman proposed and the Parish Council resolved that £250.00 be transferred from the Lloyds Treasurers account to the Imprest account.*

**JW**

### 9.4 Agreement of payments

Clerk's expenses (£8.17) and Cottage Garden Services (£231.36 including vat).

**Resolution 33/15** *The Chairman proposed and the Parish Council resolved that the above amounts, totalling £239.53, be paid.*

Website expenses (see item 11.3)

**Resolution 34/15** *The Chairman proposed and the Parish Council resolved that £21.69 be paid to Mr Paul Brice for expenses incurred setting up the new village website, in respect of the domain registration and hosting charge for the first year. The amount will come out of the General Contingency Fund and be paid using the Imprest Account.*

**JW**

In addition, prior to the meeting the second and final payment was made to Playdale Ltd, for the new playground equipment using the Active Together grant from GCC.

**Resolution 35/15** *The Council agreed retrospectively to approve the payment of £2999.35 to Playdale Ltd for new playground equipment using the Active Together grant from GCC. This amount was taken from the Playground Capital Expenditure fund.*

### 9.5 Review of the Financial regulations and Standing Orders

Financial Regulations - The Clerk agreed to update the bank signing instructions as detailed under item 9.7. A copy of the revised regulations are on p.1296 – 1301 of the minutes.

**JW**

Standing Orders – The Council agreed no changes were required and a copy of the Standing Orders is on p.1302 –1305 of the minutes.

<p>9.6 External audit for the year ending, 31 March 2015 The clerk reported that the Annual Return had been sent to Grant Thornton, the external auditors.</p>	
<p>9.7 Bank signatories Lloyds Treasurers Account – the Council agreed that all Councillors will be signatories, with 2 signatures required.</p> <p>Lloyds Imprest Account – the Council agreed that all councillors and the clerk will be signatories. For transactions of £200 and below, 1 signature will be required and 2 signatures are required for transactions over £200.</p> <p>Lloyds savings account – the Council agreed that all councillors will be signatories, with 2 signatures required.</p> <p>Lloyds fundraising account, which currently has a nil balance will be closed. Clerk to arrange for letter to be sent.</p> <p>Barclays Business Saver Account – only 3 signatures are allowed. The Council agreed that Councillors N.Holt, Crook and Armitage will be the signatories, with 2 signatures required.</p>	
<p><b>10. Burial Ground</b></p>	
<p>10.1 Councillor Crook advised that the repaired bench from The Pleydells will be relocated to the Burial Ground in the next few weeks.</p>	DC
<p>10.2 Mr Adrian Grazebrook advised the registration of the land transfer is still being processed.</p>	
<p>County Councillor Parsons reported that he is renovating his family headstones which have become unstable. Clerk to liaise with stone mason.</p>	JW
<p><b>11. Village Update</b></p>	
<p>11.1 Playground The final payment has been made to Playdale Ltd, who have supplied the new playground equipment which is a great success. Mrs Karen Ford has joined the Playground Committee and the inspection has been booked for this summer. The clerk agreed to ask Crucis Park Farm’s contractor to cut the hedge.</p>	JW
<p>11.2 Ampney Times The total reserves are £242.31 as at 28 June 2015 (including money set aside for postage for 2014 -2015).</p>	
<p>11.3 Village website The Chairman reported that Mr Paul Brice had very kindly agreed to manage the new village website. Mr Frank Skinner will continue to manage the Village Network. The Council thanked Mr Skinner for his kind donation towards the running costs of the website, clerk to write to Mr Skinner <b>Resolution 36/15</b> <i>The Chairman proposed and the Council resolved to accept ownership of the new village website, but not as a vehicle for the Parish Council. This will involve funding the yearly expenses of hosting the website and domain registration.</i></p>	JW
<p>11.4 Footpaths The clerk reported that a note of thanks was sent to Jon Dearsley, agent for Crucis Park Farm, regarding the clearance work completed on BAC2 and 3. The Chairman advised that footpath BAC5, through the oilseed rape from Butcher’s Arms Lane to the Village Street was very overgrown. Councillor Hardy agreed to contact Jon Dearsley.</p>	DH
<p>11.5 Praying Cross Councillors Crook and Williams agreed to assess the overgrown trees. The Chairman agreed to find out who owns the land.</p>	DC TW NH
<p>11.6 Photos and details of village men in WW1 Councillor Crook is still investigating the printing options.</p>	DC
<p>11.7 Village notice boards Councillor Toby now has a key for the notice boards.</p>	
<p>11.8 Village Maps A decision on where to store the maps will be postponed until the next meeting.</p>	
<p><b>12. Community Emergency Plan Review</b></p>	JW
<p>The clerk reported that the plan has been reviewed and updated and a copy will appear on the village website.</p>	

**13. Highways****13.1 Village Sign update -**

Councillor S. Holt confirmed that the sign makers were happy to deal directly with him and he would circulate details of the design through the Village Network. The clerk confirmed GCC's estimated Parish Council contribution of £250.00 plus vat, was for each panel of a sign, requiring an estimated Parish contribution of £1000 plus vat. A discussion followed regarding the funding of the signs and it was proposed that Councillor S. Holt would approach the Community Trust.

**SH****SH**

13.2 A417 Safety Campaign – GCC agreed to tidy and weed kill the path adjacent to Ampney Park but advised that to re-tarmac would be a very low priority. Mr John Franklin met with Highways representatives and the following proposals were agreed:

- Installation of chevron on the land adjacent to the telegraph pole at the gate of Waterton Farm drive.
- Re-instating the dotted white line at the junction of the drive and the A417
- Installation of chevron on the verge at the point where the footpath starts.

13.3 Drainage update – a meeting is planned between Councillors N Holt, Hardy and S. Holt with Highways representatives primarily to discuss the drainage issues at the bottom of Riding Lane but also to discuss the progress of other outstanding highways matters. Highways have confirmed that a scheme has been approved to repair the drainage system at The Pound but no date has been confirmed.

The Chairman raised the suggestion of a Community Speed Watch to monitor speeding within the village. This will be discussed at a future meeting.

**14. Correspondence received**

14.1 Email from Gloucestershire Police regarding the National Rural Crime Network's survey on rural crime. The clerk advised that a message was posted on the Village Network alerting residents to the survey

14.2 Email from GCC regarding proposed changes to local bus routes. Bus services 861 and 865n are under review. The clerk advised that a message was posted on the Village Network directing residents to the online questionnaire.

14.3 Email from GCC regarding winter maintenance. The Council agreed not to purchase bagged salt for storing and the clerk agreed to complete form and return to GCC.

14.4 Email from CDC regarding broadband boost for residents. This was noted by the Council.

14.5 Letter from Mrs Joan Stevens regarding the overhanging trees at Dudley Corner. Councillor S. Holt agreed to contact the property owner and the clerk agreed to reply to Mrs Stevens.

**JW****SH****15. Matters outstanding**

The clerk reported that notification has been received from Mr Cleaver regarding a fallen tree across the footpath at the back of The Pleydells. The blockage has now been cleared.

**16. Date, time and place of next meeting**

Monday, 14 September at 7.15pm in the village hall.

The meeting closed at 10.00 pm