

AMPNEY CRUCIS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 14 SEPTEMBER 2015 IN THE VILLAGE HALL, AMPNEY CRUCIS.

Present: Councillors Rosanna Armitage, Doug Crook, David Hardy, Neil Holt, Simon Holt and Eleanor Toby.
 Presiding: Councillor Neil Holt
 Clerk: Jayne Webster

Also present: County Councillor Shaun Parsons and Janet Campbell.

	ACTION																											
<p>1. Apologies for absence Councillor Williams</p>																												
<p>2. Declaration of Interests None.</p>																												
<p>3. Minutes of the meeting held on 13 July 2015 Resolution 37/15 <i>The Chairman proposed and the Parish Council resolved that the minutes of the meeting held on 13 July 2015, be signed and adopted.</i></p>																												
<p>4. Matters arising from the meeting held on 13 July 2015 4.1 Dog waste bins – There has been no feedback from the village regarding the suggestion of dog owners contributing to the cost of new bins. The Environment Officer at CDC has provided stickers for lamp posts and wheelie bins, the Chairman will distribute these around the village. In addition, CDC are able to paint signs on roads and pavements using a white water based paint which lasts about 6 weeks, however, the Environment Officer felt this approach was more appropriate for towns and the Council agreed. 4.2 A letter was sent to Mrs Stevens advising that Councillor S. Holt would contact the property owner regarding the overhanging trees at Dudley Corner. The trees have now been cut back and the Council agreed to monitor the situation. 4.3 A letter of thanks was sent to Mr Skinner for his very kind donation towards the costs of establishing and hosting the new website.</p> <p>5. Reports from County and District Councillors County Councillor Parsons advised that some of the proposed traffic calming measures on the A417 have been completed. A discussion followed and the Chairman explained the action points highlighted at the meeting with Richard Gray, the Highways Manager (see item 12 for further details). The Chairman expressed road safety concerns over large groups of cyclists who occupy the whole of the carriageway by cycling 3 or 4 abreast. Councillor Parsons agreed to look into this matter, in particular the rules for time trials on the public highway.</p> <p>There was no report from District Councillor Fowles.</p>	<p>NH</p>																											
<p>6. Questions from the Public None.</p>																												
<p>7. Planning matters 7.1 Decisions</p> <table border="0"> <tr> <td data-bbox="170 1480 389 1512">663 14/05595/FUL</td> <td data-bbox="454 1480 584 1512">Birch House</td> <td data-bbox="722 1480 1209 1543">Proposed external swimming pool and pavilion-permitted</td> </tr> <tr> <td data-bbox="170 1543 389 1575">671 15/01923/FUL</td> <td data-bbox="454 1543 706 1606">Land Parcel East off Witpit Lane, Preston</td> <td data-bbox="722 1543 1047 1575">Proposed solar farm - permitted</td> </tr> </table> <p>The Chairman wrote to CDC outlining the Parish Council's concerns regarding the installation of second solar farm development near to the village.</p> <table border="0"> <tr> <td data-bbox="170 1690 389 1722">672 15/02409/FUL</td> <td data-bbox="454 1690 665 1722">Sheephouse Cottage</td> <td data-bbox="722 1690 1193 1753">Demolition of conservatory, creation of new extension and new dormer window - permitted</td> </tr> <tr> <td data-bbox="170 1753 389 1785">673 15/02263/FUL</td> <td data-bbox="454 1753 617 1785">Sheepfold Barn</td> <td data-bbox="722 1753 1177 1785">Proposed single storey extension - permitted</td> </tr> <tr> <td data-bbox="170 1785 389 1816">674 15/02654/FUL</td> <td data-bbox="454 1785 552 1816">Stonelea</td> <td data-bbox="722 1785 1177 1816">Proposed 2 storey rear extension - permitted</td> </tr> <tr> <td data-bbox="170 1816 389 1848">677 15/02886/COMPLY</td> <td data-bbox="454 1816 584 1848">Birch House</td> <td data-bbox="722 1816 1242 1848">Comply with condition 3 – door design – permitted</td> </tr> <tr> <td data-bbox="170 1848 389 1879">680 15/02961/FUL</td> <td data-bbox="454 1848 568 1879">Leaholme</td> <td data-bbox="722 1848 1226 1879">Proposed single storey rear extension – permitted</td> </tr> <tr> <td data-bbox="170 1879 389 1942">683 15/03140/FUL</td> <td data-bbox="454 1879 584 1942">Birch House</td> <td data-bbox="722 1879 1250 1942">Erection of children's treehouse, tennis court & installation of air source heat pump (retrospective application) - permitted</td> </tr> <tr> <td data-bbox="170 1942 389 1974">686 15/03141/LBC</td> <td data-bbox="454 1942 584 1974">Birch House</td> <td data-bbox="722 1942 1266 1974">Listed building consent for 15/03140/FUL - permitted</td> </tr> </table>	663 14/05595/FUL	Birch House	Proposed external swimming pool and pavilion-permitted	671 15/01923/FUL	Land Parcel East off Witpit Lane, Preston	Proposed solar farm - permitted	672 15/02409/FUL	Sheephouse Cottage	Demolition of conservatory, creation of new extension and new dormer window - permitted	673 15/02263/FUL	Sheepfold Barn	Proposed single storey extension - permitted	674 15/02654/FUL	Stonelea	Proposed 2 storey rear extension - permitted	677 15/02886/COMPLY	Birch House	Comply with condition 3 – door design – permitted	680 15/02961/FUL	Leaholme	Proposed single storey rear extension – permitted	683 15/03140/FUL	Birch House	Erection of children's treehouse, tennis court & installation of air source heat pump (retrospective application) - permitted	686 15/03141/LBC	Birch House	Listed building consent for 15/03140/FUL - permitted	
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7.2 Outstanding applications

675 15/02532/OUT Land at Siddington Park Extension to retirement community
The Chairman wrote to CDC outlining the Parish Council's concerns regarding the proposed retirement development.

681	15/03018/FUL	Waterton Farm	Change of use – sent in error by CDC
684	15/03139/LBC	Birch House	Listed building consent for Flue pipes & speakers
687	15/01246/FUL	Ampney House	Erection of tree house (retrospective application)

A discussion followed, in particular, concerns were raised over the fact that two retrospective planning applications had come forward in the period since the last Parish Council meeting.

After consideration of the outstanding applications, the Council agreed to object to planning application 15/01246/FUL on the grounds that the development represents a reduction of amenity for the neighbouring property, allowing intrusive views into the neighbouring property's garden and accommodation and the materials used present a fire hazard. In addition, no consideration has apparently been given to the fact that the height of the boundary wall had previously been set to preserve the privacy of both properties. A copy of the Council's letter of objection appears on page 1311 of the minutes.

NH

Councillor S. Holt suggested that the Council should look into developing a Neighbourhood Plan. Whilst the Council acknowledges that this would involve a lot of work, the Chairman agreed to investigate, as a more formal plan regarding development in the village may prove to be a useful tool in the planning application decision making process.

NH

7.3 Tree works

676	15/03160/TCONR	Crown of Crucis	Fell uprooted Willow – No objection
678	15/03206/TCONR	Pippins	Various – No objection
679	15/03207/TCONR	Crown of Crucis	Reduce and pollard willows – No objection
688	15/03804/TCONR	Woodside House	Various – pending

County Councillor Parsons left at 8.25 pm.

8. Financial matters

8.1 Current financial position

Resolution 38/15 *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 August 2015.*

8.2 Transfer of payments

Resolution 39/15 *The Chairman proposed and the Parish Council resolved that £400.00 be transferred from the Lloyds Treasurers account to the Imprest account.*

JW

8.3 Agreement of payments

Clerk's expenses (£42.33) and Cottage Garden Services (£207.36 including vat).

Resolution 40/15 *The Chairman proposed and the Parish Council resolved that the above amounts, totalling £249.69, be paid.*

Resolution 41/15 *The Chairman proposed and the Parish Council agreed retrospectively that Councillor Crook attend GAPTC's Planning Seminar at a cost of £15.00. This amount will be taken from the General Contingency Fund and was paid using the Imprest Account.*

8.4 External audit for the year ending, 31 March 2015

The Annual Return had been returned by Grant Thornton, the external auditors and the Notice of Conclusion of Audit has been displayed on the Village Hall notice board.

There were no areas of concern, however, the external auditors wished to draw attention to the low level of reserves. They noted that the Council's general reserves after allowing for funds that are earmarked for specific purposes, represent approximately 5% of the annual precept for 2014/15. They feel the Council should consider the level of general reserves required and if necessary take steps to increase the level of unrestricted reserves in future years. A discussion followed regarding the level of reserves and the Chairman advised that the Council needed to think carefully about next year's precept and in particular specific items that need to be included. The Chairman asked all Councillors to give consideration to specific areas of expenditure that they believe may be necessary or would want to be undertaken over the coming 2-3 years, and to provide him and the Clerk with their suggestions by the end of September.

ALL

8.5 Bank signatories

The Chairman reported that changes to the signing instructions are almost complete.

8.6 Insurance Renewal

The Council's long term agreement with insurers Aviva through brokers Came & Company is due to end on 30th September 2015. The Clerk had previously distributed, amongst Councillors, details of quotes obtained by Came & Co from Aviva, Hiscox and Ecclesiastical, and also a separate quote received direct from Zurich Insurance. The Council agreed that the Hiscox quote offered a good level of cover including 'Key man' cover which was not part of the Zurich quote and that cover for most other items were comparable. The Council agreed to ask Came & Company to review the Zurich quote, but that if there were no compelling reasons in favour of Zurich, the Council would proceed with the Hiscox quote, and to commit for a three year period in order to secure the lowest quoted premium.

NH
JW

Resolution 41/15 *The Chairman proposed and the Parish Council resolved that, providing advice from Came and Company was not to the contrary, the Council would enter into a three year long term agreement with Hiscox through brokers, Came and Company. The premium for the first year from 1st October 2015 until 30th September 2016 is £655.54.*

8.7 Transparency Code for Parish Councils

Details received from GAPTC on September 11th, had been distributed regarding the requirement for Parish Councils to implement changes to ensure that reporting practices comply with a new Transparency Code introduced by Government. This involves publication on a website which is publicly accessible free of charge, draft and agreed minutes of Parish Council meetings and agenda of planned meetings. Additionally, and on an annual basis, the Council will be required to publish defined information regarding financial and operational governance.

Resolution 42/15 *The Chairman proposed and the Parish Council resolved to allow the Chairman and Clerk to take any steps necessary to ensure Parish Council compliance with the Transparency Code, and to investigate and if necessary apply for any available funding to support Parish Council compliance.*

NH
JW

9. Burial Ground

9.1 Bench

Relocation of the bench is in hand with Councillor Crook.

DC

9.2 Update on burial ground extension

The Chairman advised that there is a planning requirement that work to incorporate the extension into the burial ground should commence in 2017. Provision for this would therefore need to be part of the financial planning for next year and provision would need to be made in the 2016/17 budget.

9.3 Replacement of tarmac at the entrance.

This is in hand with GCC and will be completed when similar work is carried out in the area. Councillor Crook reported that the drain by the Burial Ground gates dips so low that it may damage the wheels of cars. The Clerk agreed to contact Highways.

JW

9.4 The Burial Ground Clear Up will take place on Saturday 31st October. The Chairman agreed to write a piece for The Ampney Times.

10. Village Update

10.1 Playground

Councillor S. Holt advised that the annual playground inspection was due to be completed in the next couple of weeks. The Clerk reported that the hedge contractor for Crucis Park Farm had very kindly cut the hedge along the roadside boundary of the playground.

10.2 Ampney Times

The total reserves are £320.31 as at 28 August 2015. Recent paper costs had come from the budget allocation and £124.64 remained in the budget.

10.3 Village website

The website was launched on 1st September and can be viewed at www.ampneycrucis.org.uk

11.4 Footpaths

Councillor Hardy advised he had contacted Crucis Park Farm agent, Jon Dearsley, regarding the general condition of a number of footpaths and stiles. Councillor Hardy also advised that he would contact the agent responsible for the meadow that forms part of BAC 2, regarding clearance of and repair to the stiles, and clearance of the route of the footpath across the meadow.

DH

11.5 Praying Cross

Councillors Crook and Williams will assess the work required on trees beyond the Praying Cross boundary and approach property owners if necessary.

DC
TW

11.6 Photos and details of village men in WW1

The Chairman suggested that there may be grants available from GCC associated with the Armed Forces Covenant. Clerk and Chairman to investigate.

NH
JW

11.7 Village Hall update

Councillor Toby reported that the village hall spent £13,680 on new windows and decorating, CDC have promised a grant of £3,000 but this has not been received to date.

Councillor Toby left at 9.00 pm.

11.8 Village Maps

The Chairman is storing the maps for the time being.

11.9 Village Clear Up

The Council agreed to discuss again at the November meeting

11. Community Emergency Plan Review

The Clerk reported the contact details for the snow plough operator and new Village Agent had been updated and an up to date copy of the plan is now on the new website.

12. Highways

A meeting took place between Councillors N. Holt and Hardy, Richard Gray (Highways) and Paul Swift (Amey). The following items were discussed and agreed:

- **Drainage at junction of A417 & Riding Lane**

GCC offered to put in a drain at the point where water is presently collecting (close to the gate way opposite Little Court) and to make the connection through to the drainage pipes that run down to the junction and then under the A417. Also to ensure the gulleys and drains are clear at the junction with Riding Lane and also on the island opposite that junction. Works to be commissioned and completed, if possible before the winter, but certainly within the current financial year, barring an exceptionally hard winter.

- **Traffic calming measures on A417 between Crown of Crucis and the entrance to Ampney Park**

In addition to the 'S' bend sign and chevron at the Ampney Park entrance, new chevrons are being installed on the Cirencester bound side, at the public footpath and also close to the gateway of Waterton Farm House. Some of this work has been completed.

The condition of the cross hatching on the road approaching the Crown of Crucis (coming from Cirencester) will be kept under review, and refreshed if necessary.

The footpath between the Old Post Office and the entrance to Ampney Park will be sprayed, and cleared, to make it more evident for traffic going in both directions, and the grass verges will be cleared to help emphasise that. The path has now been sprayed and strimmed.

- **The drain cover on the Village Street opposite Dunbuilding.**

GCC agreed to reposition so that the drain slats are correctly aligned. This is still outstanding and the Clerk agreed to contact Paul Swift.

JW

- **Drainage at Butchers Arms Lane and The Pound.**

The affected drain on Butchers Arms Lane has been cleared, and the Chairman has agreed to keep an eye on it to ensure water does not back up and spill onto the Village Street at The Pound. The drainage works on the corner of The Pound have now been completed.

- **Signage on A417 at each end of Ampney Crucis.**

At a meeting with GCC, Highways in August it was agreed that Councillor S. Holt would contact the sign manufacturers regarding proposed modifications proposed. It was also agreed that locations for the new signs are proposed as being:

- a) (eastbound) at the current location before Park Cottage, with the village sign on the front, and "Thank you for driving carefully" on the reverse; and
- b) (westbound) on the first central reservation before the Ivy Church and the junction with Riding Lane, with the village sign on the front, and "Thank you for driving carefully" on the reverse.

The Chairman confirmed that the Community Trust were unable to contribute to the cost of the signs so further progress would have wait until the next financial year. In addition, the Chairman suggested and it was agreed that the wording on the reverse of the sign should read 'Thank you for driving carefully through our village'.

- **Potholes on Hunts Hill and at the A417 junction at the Crown of Crucis**

The Chairman has reported both of these and both have been subject of recent work, but the Hunts Hill pothole has deteriorated badly. The pothole at the Crown has been repaired.

The Chairman had also reported 4 potholes and eroded road edges along Butchers Arms Lane between the passing place to the north of High Meadow, and High Meadow itself. This work has now been completed.

13. Correspondence received

13.1 Email from GCC regarding the Armed Forces Covenant. GCC is inviting all Parish Councils to sign the Covenant. Both GCC and CDC have signed and GCC is hoping that by signing the Covenant, Parish Councils will provide awareness and community engagement for the armed forces. There are grants available to assist with events such as displays to commemorate WWI. The Council agreed to sign the Covenant. The Clerk agreed to contact GCC and find out more about the grants available.

JW

13.2 Email from TCV regarding the distribution of free trees. The order needs to be for at least 250 trees which must be planted in an area used for public benefit. This was noted by the Council and no further action will be taken.

13.3 Email from Mr Keehan regarding a tree in the burial ground which overhangs this garden. The Council agreed to see what could be done at the burial ground clear up. The Clerk agreed to contact Mr Keehan.

JW

13.4 Email from GAPTC detailing Transparency funding (see item8.7).

14. Matters outstanding

Councillor Crook raised concerns regarding the progress of building work at Park Corner Cottages. The Chairman advised that CDC would only intervene if the work caused an obstruction or there was a safety issue, neither currently apply in this instance.

The Chairman reminded the Council that on 22nd September at the Royal Agricultural University there will be a presentation on 'Fracking in the Cotswolds', doors open at 7.00 pm and the meeting starts at 7.30 pm.

15. Date, time and place of next meeting

Monday, 9 November at 7.15pm in the village hall.

The meeting closed at 10.00 pm