

## AMPNEY CRUCIS PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY 16 MAY 2016 IN THE VILLAGE HALL, AMPNEY CRUCIS.**

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

Also present: District Councillor Fowles and Janet Campbell  
 The meeting commenced at 8.20pm.

	ACTION
<p><b>1. Apologies for absence</b>            Councillor Williams</p>	
<p><b>2. Declaration of Interest</b>            Councillor Raphael declared an interest in Planning applications 16/01210/LBC and 16/00140/FUL.</p>	
<p><b>3. First business of the Annual Meeting of the Council</b></p>	
<p>3.1 Election of Chairman  <b>Resolution 18/16</b> <i>Councillor Armitage proposed, Councillor Simon Holt seconded and the Parish Council agreed that Councillor Neil Holt be elected Chairman.</i></p>	
<p>Councillor N. Holt signed a Declaration of Office form. Councillor Raphael also signed a Declaration of Office form.</p>	
<p>3.2 Election of Vice Chairman  <b>Resolution 19/16</b> <i>Councillor Neil Holt proposed, Councillor Hardy seconded and the Parish Council agreed that Councillor Crook be elected Vice Chairman.</i></p>	
<p>Councillor Crook signed a Declaration of Office form.</p>	
<p>3.3 Appointment of representatives for the Robert Pleydell Educational Charity, Community Council and the Village Hall Charity            Mr David Vessey will remain as the Parish Council's representative on the Robert Pleydell Charity for the next year, after that he will stand down from the committee. Councillor Armitage will continue to represent the Parish Council on the Community Council and Councillor Raphael will be the Parish Council's representative on the Village Hall Committee.</p>	
<p>3.4 Consideration of annual subscriptions  <b>Resolution 20/16</b> <i>The Chairman proposed and the Parish Council resolved to renew the Parish Council's annual subscription for £148.84 to the Gloucestershire Association of Parish and Town Councils.</i></p>	JW
<p><b>4. Minutes of the meeting held on 14 March 2016</b>  <b>Resolution 21 /16</b> <i>The Chairman proposed and the Parish Council resolved that the minutes of the meeting held on 14 March 2016 be signed and adopted.</i></p>	
<p><b>5. Matters arising from the meeting held on 14 March 2016</b></p>	
<p>5.1 Dog waste bins – CDC have confirmed that dog waste can be deposited in normal waste bins. In view of this the Council agreed not to go ahead and install a further dog waste bin by the Cricket Ground but would purchase an additional dog waste bin, to be installed at Pig Lane. The Clerk agreed to order another dog waste bin from Ubico/CDC. The Clerk also agreed to make enquiries with CDC regarding the availability of stickers instructing dog walkers that normal waste bins can be used for dog waste. Councillor Armitage agreed to write a piece for The Ampney Times.</p>	JW RA
<p><b>6. Matters arising from the Annual Parish Meeting</b>            These were dealt with during the Annual Parish meeting.</p>	
<p><b>7. Reports from County and District Councillors</b>            Reports were given during the Annual Parish meeting.</p>	
<p><b>8. Questions from the Public</b>            None.</p>	

## 9. Responsibilities and Roles of the Councillors

The Council collectively reviewed specific and ongoing Council tasks and responsibilities and have agreed the allocation, which will be kept under review.

## 10. Planning matters

### 10.1 Decisions

696	15/04832/FUL	Delamere	Renovation & refurbishment of existing cottage - CDC permit
703	16/00219/FUL	36 Ampney Crucis	Erection of single story timber conservatory to rear and external door – CDC permit
704	16/00220/LBC	36 Ampney Crucis	Listed building consent for 16/00219/FUL – CDC permit
706	16/00417/FUL	Ampney Knowle Farm	Extension and alterations – CDC permit
708	15/05356/FUL	Ampney House	Erect timber treehouse (revised scheme) Retrospective. See 15/01246/FUL – CDC permit
710	16/00592/FUL	Waterton Bungalow	Proposed side & rear extension & alterations – CDC permit
711	16/00584/FUL	Ampney Knowle Farm	Extending single storey wing of main dwelling – CDC permit
712	16/00521/FUL	Land south of Back Lane	Demolition of stables, construction of 2 bed Single storey dwelling – CDC refused
714	16/00776/LBC	Wych Elm	Replacement windows and French doors - CDC permit
715	16/00091/FUL	The Brambles	Erection of 2 storey side extn, front porch & single Rear extn & glazed screen to garage doors – CDC permit

### 10.2 Outstanding applications

709 16/00140/FUL Fern Bank Erection of first floor extension – ACPC objects  
New revised details have been submitted to CDC and the Council agreed to liaise with the owners of the neighbouring properties to ascertain whether the design amendments address their concerns. The Council might review its previous response after these discussions.

713 16/00713/FUL 10 Ampney Crucis Alterations & extensions to cottage & new garage - ACPC objects

Councillor S. Holt will continue to liaise with the Conservation Officer at CDC.

716 16/00906/FUL Green Waste Site, Poulton Notification – change of use for 15 traveller pitches

CDC have advised that the applicants are looking to withdraw planning application 16/00906/FUL.

717 16/01188/FUL Ampney Knowle Farm Change of use from agricultural to equestrian - ACPC no objection

718 16/01210/LBC Birch House Retrospective – installation of flue & external speakers – ACPC no objection

720 16/01611/FUL The Cart Shed Extension to existing building for 1 bed tourist Unit – ACPC no objection

Councillor S. Holt advised that he would circulate comments on latest consultation of the new Local Plan by CDC.

### 10.3 Tree works

719 16/01681/TCONR Old Farm Barn Various tree works - no objection from County

## 11. Financial matters

### 11.1 Formal adoption of the accounts for the year ending 31 March 2016

**Resolution 22/16** *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 31 March 2016.*

### 11.2 Current financial position

**Resolution 23/16** *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*

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financial position on 28 April 2016.

### 11.3 Transfer of payments

**Resolution 24/16** *The Chairman proposed and the Council resolved that £100.00 be transferred from the Lloyds Treasurers account to Imprest account.*

JW

### 11.4 Agreement of payments

Clerk's expenses (£18.43), Cottage Garden Services (£207.36 including vat). Prior to the meeting payment was made to Cottage Garden Services for cutting The Pleydells hedge (£84.00 inc. VAT) and the March grass cut (£103.68 inc. VAT).

JW

**Resolution 25/16** *The Chairman proposed and the Council resolved that the above amounts, totalling £413.47, be paid.*

### 11.5 Allocation of Reserves

**Resolution 26/16** *The Chairman proposed and the Council resolved that the reserves (for the year ending 31 March 2016) as shown on p.1358 of the minutes be adopted.*

### 11.6 Audit for the year ending, 31 March 2016

The internal audit has been completed and section 4 of the Annual Return signed. The accounts were in good order.

**Resolution 27/16** *The Chairman proposed and the Council resolved that Section 1 and 2 of the Annual Return as required by the external auditors be agreed and signed.*

JW

Clerk to send Annual Return and accompanying documents to Grant Thornton, the external auditors.

## 12. Burial ground matters

12.1 The Council considered quotes for the tree work in the Burial Ground.

**Resolution 28/16** *The Chairman proposed and the Council resolved that Cottage Garden Service should carry out the removal of the Prunus tree in the Burial Ground at a cost of £275 plus VAT, this includes taking away all debris. The payment will come out of the Burial Ground Maintenance Fund.*

JW

12.2 Councillor Crook will relocate the bench to the Burial Ground.

DC

12.3 Highways have confirmed that the resurfacing the entrance to the Burial Ground is on their list, however at this moment in time GCC is unable to guarantee that the work will be carried. The Chairman and the Clerk will continue to liaise with GCC/Amey.

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## 13. Village Update

### 13.1 Playground

Councillor S. Holt provided a list of repairs and action which will be undertaken by the Playground Committee. A copy appears on p.1360 of the minutes.

### 13.2 Ampney Times

The reserves are £483.95 at 1 April 2016. The Chairman is in discussions with the production team regarding the cost of paper.

### 13.3 Footpaths

Councillor Hardy will speak to Mr Huck at Waterton Farm regarding hedge cutting.

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### 13.4 Preaching Cross

The Chairman and Councillor Williams will confirm the TPO's on the trees which have been identified for pruning around the Cross.

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### 13.5 Village defibrillators

The Chairman reported that the Council has received a donation from a villager for the purchased of one defibrillator which will be installed outside the Village Hall. In addition, a number of villagers have volunteered to receive training from the Ambulance Service.

**Resolution 29/16** *The Chairman proposed and the Council resolved that one defibrillator would be purchased from South Western Ambulance Service using donated funds for £1800 plus VAT.*

The Chairman reported that the British Heart Foundation has new funding available. The Council agreed to apply for funding for a second village defibrillator.

NH  
JW

**14. Highways**

The Chairman and Clerk met Gill Portlock, Paul Swift's replacement at Amey regarding the following outstanding matters:

- **Reinstatement of footpath between The Crown and Mill Cottages (eastbound on A417)**  
The Chairman advised that it was our understanding that this work had been added to the works programme by Paul Swift and Richard Gray (GCC). Gill Portlock agreed to liaise with Richard and advise on progress.
- **Reinstatement of footpath between The Crown and the entrance to Ampney Park (westbound on A417)**  
Same as above.
- **Traffic calming measures on A417 between Crown of Crucis and the entrance to Ampney Park**  
Richard Gray has confirmed that the chevron signs, agreed with Mr Franklin, have been erected on the grass verges adjacent to Waterton Farm House and GCC have no plans for further signage.
- **Signage on A417 at each end of Ampney Crucis.**  
Richard Gray has given the go ahead and arrangements will be made for the signs to be installed in the next few weeks.

The Chairman and Clerk will continue to liaise with GCC/Amey. The Clerk agreed to send details of all outstanding Highways matters to County Councillor Parsons.

Councillor Crook was unable to attend the drainage meeting between Ampney St Peter and Thames Water but explained that Thames Water believe that the sewage system is being hampered by storm water from ditches and water courses. Council to consider report from FWAG at the next meeting.

**14. Correspondence received**

14.1 Email from prospective Police Commissioner Candidate, Martin Surl, regarding funding for safer driving initiatives. The Chairman has registered the Council's interest.

14.2 Email from GCC regarding the Gloucestershire Charter survey. This was noted by the Council.

14.3 Email from GRCC regarding road safety survey. The Chairman has replied on behalf of the Council.

14.4 Email from Police Commissioner outlining funding details for safer driving initiatives. The Chairman invited all Councillors to put forward their suggestions in order to collate a coordinated Council response.

**15. Any other business**

None.

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

Monday, 11 July at 7.15pm in the village hall.

The meeting closed at 10.10 pm

NH  
JW

ALL