

AMPNEY CRUCIS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 9 JANUARY 2017 IN THE VILLAGE HALL, AMPNEY CRUCIS.

Present: Councillors Rosanna Armitage, Doug Crook, Neil Holt, Simon Holt and Andrew Raphael.

Presiding: Councillor Neil Holt

Clerk: Jayne Webster

Also present: Mark Binder, Janet Campbell, Sandra Dent, Nick and Tracey Paddison, Sarah James Sparrow, County Councillor Shaun Parsons (part of meeting) and District Councillor David Fowles (part of meeting)

| | ACTION |
|---|------------------|
| <p>1. Apologies for absence Councillors Hardy and Williams</p> | |
| <p>2. Declaration of Interests and gifts or hospitality given or received Councillor Simon Holt declared an interest with planning application 16/04932/FUL. Councillor Raphael declared an interest with planning application 16/04864/FUL.</p> | |
| <p>3. Minutes of the meeting held on 14 November 2016 Resolution 01/17 <i>The Chairman proposed and the Parish Council resolved that the minutes of the meeting held on 14 November 2017, be signed and adopted.</i></p> | |
| <p>4. Matters arising from the meeting held on 14 November 2016 4.1 Cottage Garden Services have removed the cherry tree from the Burial Ground. 4.2 The Chairman wrote to CDC opposing BT's proposal to remove the telephone box at The Pleydells. Villagers were invited to comment on the proposal, one comment was received opposing the proposal.</p> | |
| <p>5. Reports from County and District Councillors: Report from Councillor Parsons: Firstly, the Council highlighted the issues regarding drainage problems along Ridings Lane which have reappeared since the work carried out by Gigaclear. Councillor Parsons advised that the Council need to contact Gigaclear directly. The Chairman agreed to follow up and copy Councillor Parsons in any correspondence. Councillor Crook asked how Amey were remunerated by GCC for filling potholes. Councillor Parsons advised that it was not per pothole but payment was made for a very large number of potholes but both Amey and GCC were trying to fill a larger patch, around potholes, to prolong the life of the repair. Councillor Parsons advised that CDC were due to make a decision regarding the Chesterton development in April 2017 and if accepted this would provide a strong defence for any subsequent development namely the proposed development at Kingshill Lane. He agreed that the current infrastructure need to be improved. The Chairman reiterated the Parish Council's concerns regarding the incremental increase in the number of small developments and their impact on Cirencester facilities and infrastructure. Report from Councillor Fowles: He advised that in response to his question regarding Section 106 payments, currently in place or in the pipeline, the CDC Cabinet have stated that information is still being collated in order to provide a detailed reply. The Local Plan is still waiting to be ratified by central government and the improvements to Cirencester town centre are due to recommence after the Christmas break and there are plans to look at "park and ride" or "park and stride" provision in the town. In addition, the 'free after 3pm' parking is due to continue until 31st March 2017.</p> | <p>NH</p> |
| <p>6. Questions from the Public None.</p> | |
| <p>7. Planning matters</p> | |

7.1 Decisions

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|-----|-----------------|------------------|--|------------|
| 743 | 16/04946/NONMAT | 10 Ampney Crucis | See 16/00713/FUL – re-align drive | CDC Permit |
| 744 | 16/03682/COMPLY | 36 Ampney Crucis | Compliance with conditions 3,4 & 5 of 16/00219/FUL | CDC Permit |

7.2 Outstanding applications

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|---|--------------|--------------------------------|--|--|
| Applications previously discussed but still pending with CDC: | | | | |
| 731 | 16/02860/OUT | The Old Pump House, Siddington | Erection of 18 assisted living units and associated works | |
| 732 | 16/03241/FUL | Ampney Manor | Erection of new entrance gates and piers | |
| 738 | 16/03767/FUL | Ampney Knowle Farm | Variation of condition 2 of application 16/00584/FUL | |
| New and revised applications: | | | | |
| 741 | 16/04864/FUL | Fernbank | Proposed 1 st floor & single storey rear extension (Revised scheme) – Parish Council took neutral stance. | |
| 743 | 16/04645/FUL | The Old Studio | Single storey extension to side, garage conversion & external alterations – No comment from Parish Council | |
| 745 | 16/04932/FUL | The Old Mortar Mill | Erection of one detached 2 bed dwelling – Parish Councillors to visit site | |
| 746 | 16/05092/LBC | Stone Gables | Retrospective works including internal alterations and erection of pergola. No comment from Parish Council | |

Councillor Simon Holt highlighted his concern regarding CDC's Cultural Heritage team's decision not to refer planning application 16/04645/FUL to the Conservation Officer. One of the reasons given was under resourcing.

The Parish Council and Councillor Fowles agreed that Councillor S. Holt should contact Mr Mark Mackenzie-Charrington at CDC (copy to Christine Gore, Head of Planning) detailing these concerns as a general point and not specific to the application in question.

A lengthy discussion followed, regarding planning application 16/04932/FUL. The Chairman stated that the Parish Council's original concerns regarding breach of a significant length of dry stone wall bordering the Village Street and resulting concerns regarding road safety, had been addressed. However, the Chairman concluded that the revised application is still contrary to National Planning Policy as it does not constitute a sustainable form of development.

The applicant responded with a prepared statement and Mrs Sandra Dent expressed her concerns regarding the proposed development.

The applicant extended an offer to members of the Parish Council to visit the site before reaching any decision regarding the application. Cllrs Raphael and (Neil) Holt accepted the invitation. The Chairman offered to contact Cllrs Hardy and Williams and extend that invitation to them.

The Chairman concluded by saying that, once the above referenced site visits had taken place, non-conflicted councillors would be canvassed for their views and a response would be prepared and submitted to CDC within the consultation deadline.

DC

7.3 Tree Applications

| | | | | |
|-----|----------------|-------------------|--|--|
| 739 | 16/04516/TPO | The Coach House | Fell Fir tree and prune Yew – CDC no objection | |
| 747 | 16/05349/TCONR | Dudley Farm House | Fell Scots Pine – CDC no objection | |

Councillor Crook suggested that a plot of land should be identified for the planting of trees in the village, to replace trees routinely being felled across the village.

7.4 Proposed development at Kingshill Lane

Preston Parish Council are planning to oppose the proposed development at Kingshill Lane and have asked for Ampney Crucis Parish Council's support. The Chairman advised that whilst the proposed development is outside the Parish, he repeated previously stated views that, with the already permitted increase in homes in Cirencester and the surrounding towns and villages, the pressure on existing infrastructure including provision of health and education facilities is unsustainable.

The Chairman agreed to draft a response and circulate to all Councillors for approval.

8. Highways Matters

A417 Signage - The Chairman advised that he continues to liaise with Richard Gray, GCC regarding the location of the Vehicle Activated Signs and has provisional agreement to locations being: (i) eastbound, at the existing sign between Park Cottages and Ampney Park main gates warning of the double bend; (ii) westbound, at the old Ampney Crucis village sign opposite Mill Cottages; and (iii) westbound, on the grass verge opposite the Crown of Crucis).

The Chairman advised that GCC's role in this is effectively agreed and it is now down to Andrew Parker-Mowbray from Gloucestershire Road Safety Partnership to agree the wording or messages to be delivered by the signs.

NH

Kerb erosion on Village Street – Richard Gray has obtained a preliminary estimate of £7,000 for the provision and installation of approximately 100m of setts to protect the grass verges on the North side of the Village Street between The Ridge and the westerly side of Allotment Lane.

The Chairman advised that the options are that the Parish Council a) is prepared to fund the total cost, or b) will apply for shared funding under the Community offer scheme whereby GCC would pay 50% of the cost (subject to that scheme continuing after 31st March 2017).

NH

GCC have qualified their estimated costs in that they are only preliminary as they have not as yet looked at the utility records, and also any agreed work would not be scheduled to be done before the 2017/18 financial year.

Councillor Crook suggested that the Council should approach other contractors to compare the cost and Mr Mark Binder agreed to supply details of contractors used by Ampney House.

NH

The Council agreed to make provision in the 2017–18 budget for 50% of the estimated costs of the work.

The Chairman also suggested that the school should be made aware that: a) the majority of the erosion had apparently been caused by vehicles connected to the school, principally by parents on “the school run”, but also by volunteers and staff parking along the verges on the north and south sides of the village street); and b) at least 50% of the funding needed to meet the remediation costs would need to be met by residents of the village through the Precept.

SH

In addition, the Chairman advised that CDC had confirmed that the car park between The Ridge and Durncourt Cottages may be used by anyone at their own risk, and he recommended that this area be communicated to the school as a means of reducing the congestion on the Village Street close to the school.

Councillor Simon Holt confirmed that he had contacted the Head Teacher requesting that parents show consideration when parking. In addition, he would also ask that staff members and/or volunteers unable to use the school car park be advised or reminded that they may use the CDC car park, subject to availability of spaces and respecting access for residents whose properties are adjacent to the car park.

Councillor Simon Holt also agreed to report the blue car that has been apparently abandoned in the Village Street near Ampney House to the police.

SH

9. Financial Matters

9.1 Current financial position

Resolution 02/17 *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 December 2016.*

Councillor Raphael is now a signatory on the bank accounts.

9.2 Transfer of payments

Resolution 03/17 *The Chairman proposed and the Parish Council resolved that £300.00 be transferred from the Lloyds Treasurers Account to the Imprest Account.*

9.3 Approval of payments

Clerk's expenses (£31.76) and Councillor Neil Holt – Purchase of paper for the Ampney Times (£48.96).

Prior to the meeting payments were made to Cottage Garden Services (£330.00 including vat for the removal of the cherry tree in the Burial Ground), Pitibitz T/A Gazeboshop (£1210.42 including vat for a new village marquee), Councillor Neil Holt (£43.93 for the reimbursement of the cost of a printer cartridge) and Peacock Electrical (£202.20 including vat).

Resolution 04/17 *The Chairman proposed and the Parish Council resolved that the above amounts, totalling £1,867.27, be approved and paid, plus retrospective approval of payments made prior to meeting*

JW

9.4 Review tenders for Grass Cutting Contract and appoint contractor for 2017 - 2020

The 2014 -17 contract ends on 31st March 2017 and 4 tenders were received. A lengthy discussion followed regarding cost, quality of work and locality.

Resolution 05/17 *Councillor Armitage proposed, Councillor Simon Holt seconded and the Parish Council resolved that the Ampney Crucis Parish Council grass cutting contract (1st April 2017 until 31st March 2020) should be awarded to Cottage Garden Services, following receipt of the company's public liability insurance certificate.*

JW

9.5 To agree appointment of internal auditor

The Clerk explained that Preston Parish Council's internal auditor was willing to carry out the internal auditor and her hourly rate is £20.

Resolution 06/17 *The Chairman proposed and the Parish Council resolved that Mrs Judy Smith should be appointed as Internal Auditor for the year ended 31st March 2017.*

JW

9.6 Agree the budget for 2017 -18

The budget for 2017 -18 is shown below:

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|------------------------------------|-----------|
| Staff costs: | £4,887.00 |
| Councillor training: | £ 285.00 |
| Village maintenance & improvement: | £8,780.00 |
| Burial Ground: | |
| Village Communications: | £ 298.00 |
| Administration: | £1,000.00 |
| Other: | £275.00 |

TOTAL **£15,525.00**

Resolution 07/17 *The Chairman proposed and the Parish Council resolved unanimously that the above budget be approved and the precept request for £15,525.00 plus the grant of £127 be sent to Cotswold District Council:*

- The Parish Council agreed that authorisation of expenses detailed in the budget (especially administration, Councillor training, remembrance service costs, Ampney Times expenses and website hosting) be approved*
- The Parish Council agreed that provision should be made for Burial Ground works, Lych Gate and Praying Cross maintenance, Village Street works, a replacement fund for future replacement of the village defibrillators and notice boards in the 2017 -18 budget.*

JW

9.7 Review Risk Assessment Document

Resolution 08/17 *The Chairman proposed and the Parish Council agreed that the Risk Assessment document as shown on pages 1410-13 of the minutes be adopted.*

9.8 Review Assets Register

Resolution 09/17 The Chairman proposed and the Parish Council agreed that the Assets Register as shown on page 1414 of the minutes be adopted.

10. Burial Ground

10.1 The Chairman advised that he was still waiting for D A Cook to assess the work needed at the Lych Gate.

10.2 Councillor Raphael has approached Mark Binder who will level the ground for approximately £374 + VAT and erect a fence for approximately £600 + VAT. The Parish Council has received a commitment to fund 50% of the fencing costs, conditional upon the works being undertaken by Mr Binder. After some discussion, it was agreed that the estimated costs after applying the offered donation would deliver best value for the village.

Resolution 10/17 The Chairman proposed and the Parish Council resolved that Mr Mark Binder should be employed to level the new Burial Ground extension and erect fencing at an estimated cost of £674 + VAT. This payment will be taken from the Burial Ground budget for 2016 -17.

11. Village Update

11.1 Playground

Councillor Simon Holt confirmed he was still in the process of putting together an action plan for the attention of the Playground Committee.

11.2 Ampney Times

The reserves at 28th December 2016 are £590.31.

11.3 Footpaths

The Chairman, on behalf of Cllr Hardy, reported that the hedge along Allotment Lane adjacent to the Playground had very kindly been cut by Crucis Park Farm's contractor. Also further work is needed along footpath BAC2 from Butchers Arms Lane across the arable fields.

11.4 Praying Cross

The Chairman and Councillor Williams will finalise the TPO applications and agree a date for the clearance work.

11.6 Transparency Requirements

The Chairman advised that as agreed at the last meeting the required information had been published on the village website, including a schedule providing villagers with guidance as to how to find any other information. The Data Security Policy with related data retention guidance plus details of the 'Parish Plan' or equivalent are yet to be finalised.

12. Correspondence received

- 12.1 Email from GAPTC regarding documentation required for the Transparency Code. The Parish Council currently displays all the proposed documents except for a list of Councillor's responsibilities, which GAPTC have since confirmed as not being a mandatory requirement.
- 12.2 Email from GRCC regarding dates to meet representatives for advice including information on Neighbourhood Plans. The dates suggested are 26th and 27th January 2017. Councillor Crook to attend.
- 12.3 Email from GAPTC regarding items Parish Councils want discussed at engagement sessions with the Deputy Police Crime Commissioner. Councillor Crook to liaise with GAPTC.

13. Matters outstanding

The Chairman advised that a new planning application had been received for the erection of two semi-detached three bed dwellings along Back Lane. Councillor Simon Holt agreed to study the plans and circulate his comments.

14. Date, time and place of next meeting

Monday 13 March at 7.15 pm in the village hall.

The meeting closed at 11.00 pm.

NH

AR

SH

NH/TW

DC

DC

SH