

## AMPNEY CRUCIS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 13 NOVEMBER 2017 IN THE VILLAGE HALL, AMPNEY CRUCIS.

Present: Councillors Rosanna Armitage, Doug Crook, David Hardy, Neil Holt, Andrew Raphael, Tracy Oosthuizen and Tony Williams.

Presiding: Councillor Neil Holt

Clerk: Jayne Webster

Also present: Janet Campbell, Benedict Eccles (part of meeting) Councillor Shaun Parsons (part of meeting) and District Councillor David Fowles

#### 1. Apologies for absence

Kevin Dower from GRCC.

#### 2. Declaration of Interests and gifts or hospitality given or received

None.

#### 3. Co-option of new Councillor

**Resolution 43/17** *The Parish Council unanimously agreed that Tracy Oosthuizen should be co-opted as a member of Ampney Crucis Parish council.*

Councillor Oosthuizen signed her Declaration of Office.

**JW**

#### 4. Minutes of the meeting held on 11 September 2017

**Resolution 44/17** *The Chairman proposed and the Parish Council resolved that the minutes of the meeting held on 11 September 2017, be signed and adopted.*

#### 5. Matters arising from the meeting held on 11 September 2017

All matters are dealt with under other items.

#### 6. Presentation from Kevin Dower regarding the new Community Connector Service to the Cotswolds

Kevin Dower was unable to attend so the presentation will be arranged for another time

#### 7. Reports from County and District Councillors

District Councillor Fowles reported that there had been a Full Council Meeting to discuss the Chesterton Development proposal and a decision had been made to defer the scheme until the question of access had been resolved. CDC are due to convene again on 12<sup>th</sup> December when a decision will be made. The whole development, if approved, will take about 15 years to complete.

He explained that Publica had been set up to save money and maintain the level of service by bringing together four local authorities where IT and administrative functions would be shared, without the loss of local input and knowledge.

The Market Place Scheme is completed but there are issues regarding safety as the distinction between road and pavement has caused a number of accidents. There are also concerns over traffic flow and some retail outlets have closed. In addition, there is to be a feasibility study into the provision of a decked car park at the Waterloo site. The planning consent for the proposed cinema and student accommodation adjacent to Tesco car park is due to expire at the end of November.

#### 8. Questions from the public

None.

#### 9. Planning matters

##### 9.1 Decisions

763	17/02631/FUL	44 Ampney Crucis	Two storey extension to rear gable end	CDC Permit
765	17/03018/OPAN	Land at Back Lane	Conversion of 2 agricultural buildings to create 3 dwelling houses	CDC permit

## 9.2 Outstanding applications

Applications previously discussed but still pending with CDC:			
731	16/02860/OUT	The Old Pump House, Siddington	Erection of 18 assisted living units
754	17/00076/OUT	Land at Siddington Park Farm	New details for Care Community – ACPC sent copy of original comments
768	c/17/01099/STC	Licensing application	Fish & chip van
New and revised applications:			
766	17/03969/FUL	Quarme Cottage	Single storey extension – no comment from ACPC
777	17/04320/FUL	6 Donkey Field	Increase ridge height & dormer window to rear

With regard to application 17/04320/FUL the Parish Council felt that it was regrettable that a bungalow was being converted into a two storey property. The Council felt that bungalows were in short supply for an aging population and the village would be losing a diversity in housing stock. Councillor Crook agreed to write to CDC outlining the Council's concerns.

DC

## 9.3 Tree Applications

764	17/03340/TCONR	The Crown of Crucis	Various – No objection from County
767	17/03882/TCONR	10 Ampney Crucis	Remove apple tree – No objection from County
769	17/04441/TCONR	The Old Post House	Reduce height of 1 Beech trees

## 9.4 CDC Planning Department

At the meeting in September the Chairman had raised the planning application (17/03018/OPAN) for 3 new dwellings at Backs Lane and the process by which the application had been permitted by CDC without allowing the Parish Council opportunity to comment.

There had been no attempt to notify or consult with the Parish Council notwithstanding the fact that the Parish Council had already expressed strong concerns over the highways impact of an earlier (permitted) application on Back Lane, which had been dealt with by the same case officer.

When this was raised with the CDC case officer by Cllr Fowles, it was agreed that the Parish Council could still comment, but that those comments would have to be received by 15<sup>th</sup> September.

In reality the decision notice was issued and published on 5<sup>th</sup> September.

In addition, the fact that the Decision Notice had been issued earlier than the offered date for receipt of comments demonstrates a lack of regard or respect for the views of the Parish Council.

The Chairman stressed that the Parish Council remain very concerned that they had not been able to express their views regarding the potential highways impact, insufficient off-road parking, and lack of outside space.

In addition, the Parish Council has repeatedly requested that restrictions be placed upon the route by which heavy vehicles may access and exit the site, in particular during the demolition of the grain store and concrete hardstanding, but also during construction of the dwellings, including the earlier permitted dwellings (16/05309/FUL).

The Chairman commented that because they are wholly or mainly single track, Butcher's Arms Lane and the Village Street are wholly unsuited for heavy lorries and the resulting disturbance for village residents would be wholly unacceptable.

In addition, the Parish Council is very concerned about possible damage that may be caused to the bridge over the Ampney Brook at the Crown of Crucis, arising from heavily laden lorries carrying away the demolished buildings and concrete hardstanding. Access to the A417 at the Crown of Crucis is also a significant concern as the entrance to the village is very narrow and there have been several

bad accidents at that point.

Finally, the Chairman advised that he was still waiting for a response to concerns raised with CDC's planning department in his letter dated 15<sup>th</sup> September.

Councillor Fowles advised that he would arrange a meeting with the Chairman of the planning committee and the portfolio member.

DF/NH

The Clerk agreed to send a copy of the minute to Councillor Fowles.

JW

County Councillor Parsons had nothing to report and there were no questions.

### **9.5 Update and recommendations from Councillor Crook on the development of a Neighbourhood Plan**

The Chairman advised that, with help from Benedict Eccles, Councillor Crook has reviewed the work done by other parishes in development of Neighbourhood Plans, and the steps that would need to be taken by the Parish Council if we were to develop a Neighbourhood Plan for Ampney Crucis.

Sample questionnaires, which could be used for the initial information gathering, had been put together by Benedict Eccles and circulated prior to the meeting.

One particular concern previously expressed by the Parish Council is the extent to which CDC's Planning Officers are required to pay any attention to the content of a Neighbourhood Plan and the Parish Council's rights of recourse if a planning decision goes counter to the Plan.

Councillor Fowles confirmed that Neighbourhood Plans do carry weight but was unable to clarify exactly how much significance CDC would give to the recommendations of a Neighbourhood Plan. He agreed to obtain a written response from CDC.

DF

Councillor Crook also asked whether, if a Neighbourhood Plan identified areas where the village would support development, and areas where the village would not support development, would an adopted Neighbourhood Plan effectively take precedence in determining the outcome of any applications on the unsupported areas?

Councillor Fowles agreed to find out.

DF

Councillor Fowles also advised that a question could be asked by an individual at a meeting of the Planning committee, whether speaking as an individual or as a representative of the Parish Council.

Councillor Crook agreed to draft a question with the help of Councillor Fowles and Nigel Adams from CDC.

DC/DF

Benedict Eccles confirmed that a Neighbourhood Plan would on average cost about £13,000, take a year to complete and should be careful not to raise expectations. He also suggested that the website [www.ourneighbourhoodplanning.org.uk](http://www.ourneighbourhoodplanning.org.uk) had some very useful information.

### **9.6 To review and comment on planning response procedures**

The Clerk advised that the Parish Council's dedicated log in for accessing the planning and licencing application of the CDC Planning Portal was now working and enabled all Councillors to comment on an application such that the comment would automatically be shown as being from Ampney Crucis Parish Council. There is still an issue with the active consultations box which shows all applications and not just those associated with Ampney Crucis but CDC are working on this. As soon as this issue is resolved, the Clerk will advise the Parish Council.

JW

Councillor Fowles clarified that when the Parish Council makes no comment on a planning application, this meant no objection.

## **10. Highways Matters**

**10.1 A417 Signage** – The Chairman reported that the grant from the Police Commissioners Fund had been received and the mobile signs have been ordered with delivery expected early in 2018. The Chairman has had a meeting with Richard Gray, from GCC, to discuss an alternative position for one of the signs as the owners of Ampney Park are not willing to agree to a sign being sited outside their entrance gates.

**10.2 Kerb erosion on Village Street** – The Chairman confirmed that the Parish Council's application to GCC for Community Match Funding has been successful. The Chairman clarified that at a meeting with Richard Gray it was agreed that priority should be given to the northern edge of the village street from the eastern edge of The Ridge's frontage to the junction with Allotment Lane, and around the

north western corner of the junction between Allotment Lane and the village street. The erosion on that latter stretch is such that a double height run of setts will be required. The work is due to take place in February 2018.

In addition, the Chairman proposed that the Parish Council should look at obtaining Community Match Funding for the reinstatement of the setts around The Pound. Councillor Armitage strongly supported that proposal.

Councillor Parsons advised that there may be local funding for the replacement of missing setts along the A417 and he would look into this.

The Chairman thanked Councillor Parsons for the work carried out under the Lengthsmen Scheme along the A417 and asked if continuing support and funding could be made available to remove the leaves and debris along the path. Councillor Parsons advised that the Lengthsmen Scheme was not for repeat work but he would check about funding.

NH

SP

SP

## **11. Financial Matters**

### **11.1 Current financial position**

**Resolution 45/17** *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 October 2017.*

At the last meeting Councillor Crook explained that he had started to investigate alternative bank accounts. This will be carried forward to the next meeting.

### **11.2 Transfer of payments**

**Resolution 46/17** *The Chairman proposed and the Council resolved that £400 is transferred from the Lloyds Treasurers Account to the Lloyds Imprest Account.*

### **11.3 Approval of payments**

Cottage Garden Services – October cut (£326.16 including vat), Clerk's expenses (£11.87) and Neil Holt – reimbursement for Remembrance Wreath (£18.50).

Payments prior to the meeting were: Cottage Garden Services – September cut (£326.16 including vat), The Playground Inspection Co (£78.00 including vat) and CDC – waste bin (£252.00 including vat).

**Resolution 47/17** *The Chairman proposed and the Parish Council resolved that the above amounts, totalling £1,012.68, be approved and paid, including retrospective approval of payments made prior to meeting*

### **11.4 Purchase of Parish Council's computer**

**Resolution 48/17** *The Chairman proposed and the Council resolved that the Clerk should purchase a computer, DVD reader, associated software, anti-virus software and a standalone backup hard drive, utilising the grant of £550 received from GAPTC.*

### **11.5 Ampney Times budget**

This was noted by the Council.

### **11.6 To agree items for 2018/19 budget**

Prior to the meeting proposed items for the agenda were circulated. These were discussed and will be finalised at the January 2018 meeting.

### **11.7 Review Risk Assessment document**

**Resolution 49/17** *The Chairman proposed and the Council agreed that the Risk Assessment document as shown on pages 1484 – 1489 of the minutes be adopted.*

### **11.8 Review Assets Register**

**Resolution 50/17** *The Chairman proposed and the Council agreed that the Assets Register as shown on page 1490 of the minutes be adopted.*

## **12. Burial Ground**

**12.1** Lych Gate – exterior: the Chairman is due to meet with D A Cook to obtain an estimate for the any repairs that might need to be completed once the coating has been removed from the exterior

<p>wood.</p> <p>Lych Gate – interior: the Chairman explained that a working party needed to be organised over the coming months to sort through the old filing cabinets.</p>	<p><b>NH</b></p>
<p><b>12.2</b> The Chairman and Councillor Williams have looked at the cut through to the extension and believe that retaining walls are needed. They propose that a contractor should be engaged to do the work.</p> <p>The Clerk advised that there are approximately 10 to 12 spare plots at the bottom end of the old burial ground. According to the records there are 35 reserved plots, however only 5 are allocated to specific people and a few are double plots. In addition there are approximately 34 plots available in the old burial ground but many of these are difficult to locate precisely. There are also a number of ashes plots available and 2 have been reserved.</p>	<p><b>NH/TW/ AR</b></p>
<p><b>12.3 Borders at the entrance.</b> Two villagers have suggested that the entrance to the Burial Ground is in need of an overhaul. They propose to dig out the conifers and replace with two small trees either side to frame the Lych Gate. They then propose to either a) add topsoil and plant with spring bulbs and grass seed or b) improve the soil, plant shrubs, herbaceous plants and bulbs and dress with bark to control the weeds. It was agreed that a decision would be made at the clear up.</p>	<p><b>NH/TW</b></p>
<p><b>12.4 Burial Ground clear-up.</b> This is due to take place on Sunday 19<sup>th</sup> November.</p>	
<p><b>13. Village Update</b></p>	
<p><b>13.1 Playground</b></p> <p>Councillor Armitage advised that the annual inspection had been completed. She explained that there was a new Playground Committee who are actively fundraising and have received funding from the Community Council. Councillor Fowles advised that there may be Youth Project funding available. The Chairman advised that the committee should prioritise repairs and make sure that some of the items mentioned in the inspection report should be addressed during the coming year. Councillor Armitage will report on progress at the next meeting</p>	<p><b>RA</b></p>
<p><b>13.2 Ampney Times</b></p> <p>The reserves at 28<sup>th</sup> October 2017 are £856.58 (excluding precept allocation).</p>	
<p><b>13.3 Footpaths</b></p> <p>Councillor Crook advised that there was a post missing at Hilcot End which he will report.</p>	
<p><b>13.4 Preaching Cross</b></p> <p>The Council confirmed that the tree works would be completed in the new year, and 14<sup>th</sup> January agreed as the preferred date.</p>	
<p><b>13.5 New litter bin at The Pleydells</b></p> <p>A new litter has been installed just by the phone box.</p>	
<p><b>13.6 Purchase of new notice board at the Cricket Ground.</b></p> <p>Councillor Crook reported that he had sourced some suppliers.</p> <p>Councillor Williams will also contact the Cricket Club Committee to discuss how the Parish Council could help the club in the future.</p>	<p><b>DC/TW</b></p>
<p><b>13.7 To consider Snowdrop Community Project</b></p> <p>The Chairman explained that he had been approached by the Snowdrop Community project regarding a suitable venue in the local area for planting snowdrops and raising funds for Child Bereavement UK. The Parish Council discussed the idea and did not feel that there was a suitable piece of land for this purpose in the village owned by the Parish Council. The Chairman will advise the applicant accordingly.</p>	
<p><b>14. Correspondence received</b></p> <p>14.1 Email from CDC regarding the creation of Publica to deliver local services (see item 6).</p> <p>14.2 Email from CDC regarding the Local Plan independent examination hearings which began on</p>	

- 10 October and run until the end of November. Noted by the Parish Council.
- 14.3 Email from GAPTC regarding the implementation of a new community messaging facility. Both Town and Parish Councils are being encouraged to subscribe to the new system so they can be directly communicated on a variety of updates. There is a dedicated website [www.yourcommunityalerts.co.uk](http://www.yourcommunityalerts.co.uk) which details how the system works. Noted by the Parish Council.
- 14.4 Email from CDC regarding revised proposals for new Cotswolds constituency. Noted by the Parish Council.

**15. Matters outstanding**

None.

**16. Dates for 2018**

Dates for 2018: 8 January, 5 March, 14 May, 9 July, 10 September and 12 November 2018. All meetings will be held in the village hall and start at 7:15pm, apart from the May meetings which will start at 7.00pm with the Annual Parish meeting, followed by the Annual Council meeting.

The meeting closed at 9.59 pm.

**JW**