

## AMPNEY CRUCIS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 10 SEPTEMBER 2018 IN THE VILLAGE HALL, AMPNEY CRUCIS.

Present: Councillors Rosanna Armitage, Doug Crook, Tracy Oosthuizen and Andrew Raphael

Presiding: Councillor Doug Crook

Clerk: Jayne Webster

Also present: One villager, County Councillor Parsons (part of meeting) and District Councillor David Fowles (part of meeting)

<p><b>1. Apologies for absence</b> Councillors Hardy, Holt and Williams</p> <p><b>2. Declaration of interests and gifts or hospitality given or received</b> None.</p> <p><b>3. Minutes of the meeting held on 9 July 2018</b> <b>Resolution 33/18</b> <i>The Chairman proposed and the Parish Council resolved that the minutes of the meeting held on 9 July 2018, be signed and adopted.</i></p> <p><b>4. Matters arising from the meeting held on 9 July 2018</b> Addressed elsewhere in the minutes.</p> <p><b>5. Reports from County and District Councillors</b> County Councillor Parsons reported that Mr Gordon Ford should now have been paid for the snow plough work he undertook at the beginning of the year and advised that a new contract for snow plough operators was due to be introduced in October 2018. Councillor Parsons also reported that the new highways contract would commence in March 2019. He mentioned the Gloucestershire 2050 Vision which is a countywide conversation to explore ideas and shape the county's long-term future (details can be found at <a href="http://www.glos2050.com">www.glos2050.com</a>). He felt that this was an opportunity to improve the county's infrastructure especially the noisy section of the A417.</p> <p>District Councillor Fowles firstly explained that he had been experiencing problems with the CDC email system and apologised for any delays this may have caused.</p> <p>He confirmed that Christine Gore and Mark Annett were willing to meet with representatives of the Parish Council to review the Parish Council's experiences with the planning department. Mr Annett did not feel it necessary to involve Geoffrey Clifton-Brown at this stage. Councillor Fowles advised that the concerns regarding the planning decision for 6 Donkey Field could be discussed at this meeting, which now needs to be arranged. With regard to the Parish Council's request for the number of planning consents granted by CDC since the expiry of the old Local Plan, he explained this was more complicated than anticipated due to the fact that planning consents are valid for 3 years. Therefore, the requested figure should include planning applications made prior to 2011. This figure is more difficult to calculate but he should be able to obtain the number of permitted applications that have been built before the next meeting.</p> <p>Councillor Fowles reported that the first Supplementary Planning meeting is due to be held in October. This will focus on the needs of Cirencester and work in conjunction with the Local Plan, particularly the Chesterton development, looking at factors like infrastructure, retail requirements and car parking. Councillor Fowles outlined details of the new Community Awards and Councillor Armitage agreed to write a piece for The Ampney Times.</p> <p>Finally, Councillor Fowles reported on the events to mark the 100<sup>th</sup> anniversary of the end of WW1. On Remembrance Sunday there are plans to create a human poppy in Cirencester and CDC are looking for young people as volunteers. Councillor Armitage agreed to include this in the piece for the The Ampney Times.</p>	<p>DC/NH</p> <p>RA</p> <p>RA</p>
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**6. Questions from the public**

None.

**7. Planning matters****7.1 Decisions**

787	18/01372/FUL	Park Corner Cottage	Proposed rebuilding of wall	CDC permit
788	18/01664/FUL	The Old Rectory	Erection of shed	CDC permit
795	18/02502/FUL	Land at Back Lane	Conversion of existing stables building to form a 3-bedroom dwelling	CDC permit

Planning application 18/02502/FUL – The Parish Council, by the circulation of emails, agreed to maintain its position on the previously refused application (16/00521/FUL) of ‘no comment’.

**7.2 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
789	18/02046/FUL	Nurses Cottage	Erection of double garage & store, dormer window to rear, front canopy & addition of 2 roof lights – at the July meeting ACPC agreed ‘no comment’.
790	18/02047/LBC	Nurses Cottage	LBC for 18/02046/FUL – see above
791	18/02060/FUL	Barnes Croft	Replacement dwelling - at the July meeting ACPC agreed ‘no comment’
New and revised applications:			
792	18/02312/FUL	Wiggold Farm	Extensions & alterations to existing dwelling – ACPC agreed ‘no comment’
793	18/02329/FUL	41 Ampney Crucis	Erection of single-story extension - ACPC agreed ‘no comment’.
794	18/02597/FUL	41 Ampney Crucis	LBC for 18/02329/FUL – see above
796	18/02597/FUL	Fern Bank	Proposed ground & 1 <sup>st</sup> floor extension & external alterations, rendering – ACPC agreed, by the circulation of emails, to ‘no comment’.
797	18/02569/FUL	Sheephouse Farm	Relocation of tennis court & erection of enclosure netting – ACPC ‘no comment’.
800	18/02971/FUL	Berkeley Cottage	Demolition of single storey extension & erection of 2 storey extension & replacement of workshop. ACPC agreed to ‘no comment’

Planning application 18/02060/FUL – Councillor Holt has contacted both the applicant and his architect and they have promised to consider the Parish Council’s request that alternative arrangements should be made regarding access to and from the site, including limiting the timing of lorry movements to exclude the periods before 9am and between 3pm and 3.30pm.

Planning application 18/02312/FUL – the Chairman felt the planning process was incorrect, on the application form the applicant had specified that no trees would be removed but the plans indicated that trees would be removed. The Parish Council agreed to ‘no comment’ but the Chairman would highlight the discrepancy.

### 7.3 Tree Applications

798	18/03010/TCONR	The Malt House	Trim back Redwood
799	18/03082/TPO	The Coach House	Fell Lime tree
801	18/03318/TCONR	Bramleys	Reduce Walnut by 30% & re-pollard Weeping Willow

**7.4 CDC Planning Department** See item 5.

### 7.5 Update on the development of a Neighbourhood Development Plan (NDP)

The Chairman advised that following the GRCC workshop on 6<sup>th</sup> June, Councillor Holt had been in correspondence with Barbara Pond at GRCC regarding the Parish Council’s concerns. She has offered to come and speak to the Parish Council and address any questions directly. The Chairman believed that it would be a good idea and he would liaise with Councillor Holt.

## 8. Highways Matters

**8.1 A417 Signage** – The Chairman reported that the signs are now operational and data is being collected.

**8.2 Kerb erosion on Village Street** – The Chairman confirmed that the application for matched funding of £2,000 against the estimated costs of £4,000 has been submitted. Once approved, the Parish Council will be required to pay its contribution and the works will be programmed.

### 8.3 Reinstatement of damaged grass verge at Donkey Field

The Clerk advised that a cheque for £300 had been received from the MoD to cover the cost of reinstating the damaged grass verge at the Donkey Field.

## 9. Financial Matters

### 9.1 Current financial position

**Resolution 34/18** *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 2018.*

### 9.2 Transfer of payments

No transfer required.

### 9.3 Approval of payments

J E Webster – Clerk’s expenses for July to August 2018 (£6.97) and Cottage Garden Services – August cut (£615.84 including vat).

Payment made prior to the meeting was: Cottage Garden Services – July cut (£328.56 including vat).

**Resolution 35/18** *The Chairman proposed and the Parish Council resolved that the above amounts, totalling £951.37, be approved and paid, including retrospective approval of payments made prior to meeting.*

**Insurance renewal** – the Clerk advised that the 3-year long term agreement with Hiscox will end on 30<sup>th</sup> September 2018. Details of the renewal quotations had only been received from Came & Company on the morning of the meeting and circulated by email to all Councillors. The Chairman advised that the quote from Inspire appeared to be the best and the Clerk agreed to liaise with Councillor Holt.

DC

DC/NH

JW

JW

**Minute Book** - the Clerk advised that the minutes needed to be bound. The Parish Council agreed and the Clerk will arrange.

JW

#### **9.4 Update on Annual Governance and Accountability Return (AGAR) 2017/18 Part 3**

The Clerk reported that to date no communication had been received from the external auditors PKF Littlejohn.

#### **9.5 To agree financial assistance for the maintenance of the Cricket Club**

The Chairman advised that there had been no further contact from Mr Gearing regarding the financial position of the Cricket Club, so the Parish Council agreed not to give this matter any further consideration.

#### **9.6 Update on Community Council reserves and Village Fete profits**

**Village Fete** - Councillor Armitage advised that the Rev. John Swanton would take over control of organising the annual fete from next year. This year's fete made a profit of £2,500. The Fete Committee had received requests for funding from the Cricket Club and the Playground Committee and proposed to give £350 to each. The remaining £1800 would be divided equally between the school and the church. There is a holding fund of £250 still available.

**Community Council** - Councillor Armitage reported that the majority of funds had now been allocated: £10,000 to The Pleydell Trust (for the school extension), £9,000 to the Playground Committee, £5,000 to the village hall, £6,200 to the church, £2,000 to the Cricket Club, £921.44 for a village P.A. system and a village Plancha grill, £500 to the Petanque Club and £20 for printing Peggy Thompson's book. There was a small amount left (£1,363.56) which will either be donated to the Playground Committee or the church organ fund.

#### **9.7 To agree additional area to Grass Cutting Contract**

Councillor Williams has provided a quote to clear and maintain the ditch on the western side of the Burial Ground extension: to strim the ditch every other visit would be £20 per visit, which would increase the total contract by an extra £120 plus VAT.

**Resolution 36/18** *The Chairman proposed and the Parish Council resolved that the strimming of the ditch on the western side of the Burial Ground extension should be added to the existing Grass Cutting Contract (agreed in November 2016). The ditch will be strimed 6 times per year and Cottage Garden Services will be paid an extra £20.00 per strim, the additional cost will be taken from the grass cutting budget for 2018/19.*

### **10. Burial Ground**

**10.1 Lych Gate – exterior:** The Chairman advised that Chris Hart of D A Cook Builders had agreed to visit within the next month and prepare a specification of required works and an estimate of costs.

NH

**Lych Gate – interior:** The Clerk advised that GCC Archives Department will accept the planning documents and correspondence stored in the Lych Gate. Due to building work they would prefer the documents to be delivered at the beginning of October. The remaining paperwork will be sorted and either kept, recycled or shredded.

JW

#### **10.2 Update of Burial Ground extension works.**

At the last meeting it was agreed that the first ashes plot would be situated to the south western side of the path dividing the burial plots from the ashes plots. The first line of ashes plots will follow a northerly line. Marking out the line of the paths and the first ashes plots still needs to be completed. Councillors Holt and Williams have agreed to do this, together with the seeding of the path which leads to the new extension.

NH/TW

**10.3 To arrange a date for Autumn clear up**

Sunday 18<sup>th</sup> November was agreed by the Parish Council. Councillor Armitage agreed to put the details in The Ampney Times.

RA

**11. Village Update****11.1 Playground**

Councillor Armitage advised that she had not received details regarding the cost of a replacement safety sign from the Playground Committee.

RA

**11.2 Ampney Times**

The total reserves at 28<sup>th</sup> August 2018 are £894.75.

**11.3 Footpaths**

Nothing to report. However, Councillor Hardy has contacted Jon Dearsley of Savills (who are the agents for Crucis Park Farm) regarding the overgrown ditch behind Durncourt Cottages. Mr Dearsley has agreed to visit and will assess the situation.

DH

**11.4 To receive update on new notice board at the entrance of the Cricket Ground**

The Chairman advised that the Parish Council have agreed for Mr Harold Stevens to do the work, including the installation on the Cricket Ground side of the fence, facing onto the village Street.

**11.5 To note the date of the Annual Defibrillator Awareness session**

The Chairman advised that the village hall has been booked for Monday 22<sup>nd</sup> October. Councillors Armitage and Hardy have expressed an interest and Councillor Holt has prepared a piece for The Ampney Times and Village Network.

NH

**12. To review the Community Emergency Plan**

The Chairman advised that this would be finalised at the November meeting. Gordon Ford has advised the Parish Council that he will continue as Snow Plough operator as long as his dispute with GCC is resolved (see item 5).

JW

**13. To note the new General Data Protection Regulations**

The Clerk circulated the GAPTC toolkit prior to the meeting and it was agreed that the Parish Council meets the guidelines but will continue to monitor the situation and act accordingly.

**14. Update on Youth Activity funding**

District Councillor Fowles has confirmed that there is funding available for youth activities between the ages of 11 and 16 years. Councillor Armitage advised that someone in the village was keen to set up a boxing club at the village hall. She agreed to investigate further and pass on the application forms for funding to the appropriate person.

RA

**15. Correspondence received**

- 15.1** Email from CDC inviting Parish Councils to a presentation regarding waste and recycling. The Chairman attended and advised that there should be no land fill in Gloucestershire by next year. GCC are trying to engage with the public but there are some very complex issues.
- 15.2** Email from Gloucestershire Safeguarding Adults Board (GSAB) regarding the GSAB draft Strategic Plan consultation. Councillor Oosthuizen completed the questionnaire on behalf of the Parish Council. She advised that the purpose of the consultation was to improve the effectiveness of the Board.
- 15.3** Email from CDC regarding accessing the Local Plan. The Clerk has ordered a paper copy for the Parish Council. An interactive Local Plan can be accessed via the District Council's website [www.cotswold.gov.uk](http://www.cotswold.gov.uk)

**16. Matter outstanding**

The Chairman wished to thank Mr and Mrs Anderson, who have adopted and taken over the maintenance of a grass verge by the Donkey Field from GCC.

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

Monday 12 November 2018 in the village hall at 7.15pm

The meeting closed at 9.50 pm.