

## AMPNEY CRUCIS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 12 NOVEMBER 2018 IN THE VILLAGE HALL, AMPNEY CRUCIS.

Present: Councillors Rosanna Armitage, Doug Crook, David Hardy, Neil Holt and Tony Williams

Presiding: Councillor Neil Holt

Clerk: Jayne Webster

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

#### 1. Apologies for absence

Councillors Raphael and Oosthuizen and County Councillor Shaun Parsons

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

None.

#### 3. Minutes of the meeting held on 10 September 2018

**Resolution 37/18** *The Chairman proposed and the Parish Council resolved that the minutes of the meeting held on 10 September 2018, be signed and adopted.*

#### 4. Matters arising from the meeting held on 10 September 2018

4.1A donated brass plate has been displayed on the notice board in the Burial Ground in memory of Gerald Gaden and Don Underwood.

4.2 The annual defibrillator awareness session was attended by 7 villagers.

4.3 The minutes have been sent to the book binder (see item 9.3).

#### 5. Report from District Councillor David Fowles

At the last meeting District Councillor Fowles had agreed to organise a meeting with the leader of CDC and Christine Gore, Head of Planning, to review the Parish Council's concerns and experiences with the Planning Department. The Chairman asked Councillor Fowles what progress had been made. He advised that since the current leader Mr Annett has stood down, he would be arranging a meeting with the leader elect, Mr Tony Berry, within the next couple of weeks. A discussion followed regarding the need for direct accountability for the mistakes and negligence of planning officers.

Finally, Councillor Fowles expressed thanks for all those who had attended the WW1 commemoration events in Cirencester.

#### 6. Questions from the public

A villager asked whether it was possible to prevent HGVs from entering the village. Whilst the Parish Council felt there was very little that could be done, the Chairman agreed to raise the matter with GCC when he next meets Richard Gray.

#### 7. Planning matters

##### 7.1 Decisions

789	18/02046/FUL	Nurses Cottage	Erection of double garage & store, dormer window to rear, front canopy & addition of 2 roof lights	CDC permit
790	18/02047/LBC	Nurses Cottage	LBC for 18/02046/FUL	CDC permit
791	18/02060/FUL	Barnes Croft	Replacement dwelling	CDC permit
792	18/02312/FUL	Wiggold Farm	Extensions & alterations to existing dwelling	Application withdrawn
793	18/02329/FUL	41 Ampney Crucis	Erection of single storey extension	CDC permit
794	18/02330/LBC	41 Ampney Crucis	LBC for 18/02329/FUL	CDC permit

DF/NH/DC

NH

796	18/02597/FUL	Fern Bank	Proposed ground & 1 <sup>st</sup> floor extension and external alterations, rendering	CDC permit
797	18/02569/FUL	Sheephouse Farm	Relocation of tennis court & erection of enclosure netting	CDC refused
800	18/02971/FUL	Berkeley Cottage	Demolition of single storey extension & erection of 2 storey extension & replacement of workshop	CDC permit

## 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
New and revised applications:			
803	18/03773/FUL	The Lodge	Erection of oak framed single car port - ACPC agreed to object
804	18/03755/LBC	The Lodge	Listed building consent for 18/03773/FUL – ACPC agreed to object
808	18/039985/CLEUD	Garage Flat, Wiggold Farm	Conversion of garage to cottage & occupation of the building as an independent dwelling – ACPC ‘no comment’
809	18/03882/FUL	Sheephouse Farm	Erection of aluminium greenhouse against an existing potting shed – ACPC ‘no comment’
810	18/03883/LBC	Sheephouse Farm	LBC for 18/03882/FUL – ACPC ‘no comment’

Planning application 18/03015/FUL – The Parish Council did not receive notification of the planning application for Southwell. The case officer has confirmed that due to a technical error no email was sent. The IT department at CDC are investigating to locate and resolve the problem.

Planning application 18.03773/FUL – The Parish Council agreed, 6 votes to 1, to object to this application. There are concerns surrounding the design and location of the proposed car port, coupled with the retention of the old garage which the Council feels is inappropriate in a Conservation Area, resulting in the line of existing and proposed development being incoherent. Comments have been submitted to CDC.

## 7.3 Tree Applications

798	18/03010/TCONR	The Malt House	Trim back Redwood – no objection
799	18/03082/TPO	The Coach House	Fell Lime tree – CDC permit
801	18/03318/TCONR	Bramleys	Reduce Walnut by 30% & re-pollard Weeping Willow – no objection

802	18/03376/TCONR	Cumberland House	Reduce Mulberry, Beech tree. Remove Oak & Damson
805	18/03917/TCONR	Ash Hose Bungalow	Various tree works
806	18/04009/TCONR	Holy Rood Church	Reduce Yew by 3 metres
807	18/04058/TCONR	The Old Rectory	Fell Ash tree

#### 7.4 CDC Planning Department See item 5

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

The Chairman advised that Barbara Pond from GRCC will give a presentation at the next meeting on 10<sup>th</sup> January 2019. The Chairman agreed to write a piece for The Ampney Times advertising the presentation and inviting all villagers who are interested in becoming involved in the preparation and development of a NDP to come along. Depending on the outcome of the presentation by GRCC provision for extra funding to pay for future meetings and activities may need to be added to the budget at the January meeting.

NH

#### 8. Highways Matters

**8.1 A417 Signage** – The Chairman reported that one of the batteries had not been functioning correctly but probably needed to be recharged. Data continues to be collected.

**8.2 Installation of stone setts around The Pound** – The Chairman confirmed that the application for matched funding is still with GCC awaiting approval.

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

Councillor Williams reported that he will start the work on the verge as soon as possible and will advise the builders, who are currently using the verge for storage, that any further damage they cause to the verge will need to be reinstated. In addition, GCC have written to the property owner responsible for overhanging branches along the Village Street, near the War Memorial requesting the branches are cut back.

TW

#### 8.4 Purchase of grit bin for Donkey Field

The Chairman reported that a grit bin had been purchased from GCC, Councillor Armitage agreed to write a piece for The Ampney Times advising that the grit was for use on the highway and public paths and not for private use by villagers. Councillor Crook suggested that there should be more stickers on the dog waste bins advising that if a bin was full, for villagers to use another. The Chairman agreed to contact CDC.

NH

**Resolution 38/18** *The Chairman proposed and the Parish Council resolved that the Parish Council purchase a grit from GCC to be located on the grass verge by the Donkey Field. The costs of supplying and installing the bin will be £300.*

#### 9. Financial Matters

##### 9.1 Current financial position

**Resolution 39/18** *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<sup>th</sup> October 2018.*

##### 9.2 Transfer of payments

**Resolution 40/18** *The Chairman proposed and the Parish Council resolved that £400 is transferred from the Lloyds Treasurers account to the Imprest account.*

JW

##### 9.3 Approval of payments

J E Webster – Clerk's expenses for September to October 2018 (£13.01), Cottage Garden Services – October cut (£340.56 including vat) and N Holt - expenses including printer cartridge, mileage and purchase of archive boxes (£114.55).

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

**Resolution 41/18** *The Deputy Chairman proposed and the Parish Council resolved that the above amounts, totalling £796.68, be approved and paid, including retrospective approval of payments made prior to meeting.*

### **Insurance Renewal**

**Resolution 42/18** *The Chairman proposed and the Parish Council retrospectively resolved that the Parish Council pay an annual insurance premium of £782.83 to Came and Company for the first year (1<sup>st</sup> October 2018 until 30<sup>th</sup> September 2019) of a 3-year long term agreement with Inspire.*

JW

### **Minute Book**

**Resolution 43/18** *The Chairman proposed and the Parish Council resolved that the minutes be bound at a cost of £40 to be taken from the General Contingency fund.*

JW

### **9.4 To note the conclusion of the external audit**

The Clerk advised that PKF Littlejohn has issued the External Auditor Report and Certificate for 2017/18 and reported that no matters have come to their attention giving cause for concern. The Notice of conclusion of audit has been published on the village website and notice board, together with the Certified AGAR (Sections 1,2 & 3).

JW

### **9.5 To review the Risk Assessment document**

**Resolution 44/18** *The Chairman proposed and the Parish Council resolved that the Risk Assessment document as shown on pages 1560 –1564 of the minutes be adopted.*

### **9.6 To review the Assets Register**

**Resolution 45/18** *The Chairman proposed and the Parish Council resolved that the Assets Register as shown on page 1566 of the minutes be adopted*

### **9.7 To discuss items for the draft 2019 -2010 budget**

Prior to the meeting the Clerk had circulated a draft budget. A discussion followed regarding items to be included which will be finalised at the January meeting.

## **10. Burial Ground**

**10.1 Lych Gate – exterior:** The Chairman advised that Chris Hart, of D A Cook Builders, was in the process of preparing a specification for the required works and an estimate of costs. D A Cook has suggested that a gentle abrasive is used to remove the black coating from the wood, repair any rotten or damaged timbers and either paint the wood black or leave undyed and apply a coat of tung oil. The Chairman has contacted the Conservation Officer at CDC who is happy with the proposed restoration work and will leave the decision regarding black or nature wood to the Parish Council.

**Lych Gate – interior:** The Chairman advised that the planning documents and correspondence stored in the Lych Gate had been sent to GCC Archives Department. The Clerk will sort through the remaining paperwork which will either be kept, recycled or shredded.

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

It was agreed that Councillor Williams will mark out the paths in the Burial Ground extension with stone setts, this will take place in the Spring 2019. In the meantime, at the Burial Ground clear up on 18<sup>th</sup> November stakes will be put into the ground to mark the path along the southern boundary.

NH/TW

Both the flowers beds at the entrance have been planted, together with weed suppressant membrane and bark chippings having been laid. The path leading to the new extension still needs to be seeded when appropriate.

JW

Finally, the Chairman reported that Mr and Mrs Kingsley had decided not to proceed with the gate in the southern boundary.

### **10.3 To note the date of the Autumn clear up**

This will take place on Sunday 18<sup>th</sup> November.

ALL

## **11. Village Update**

### **11.1 Playground**

Councillor Armitage advised that the Playground Committee were in the process of organising the annual inspection.

**11.2 Ampney Times**

The total reserves at 28<sup>th</sup> October 2018 are £891.25.

**11.3 Footpaths**

Councillor Hardy reported that Crucis Park Farm's agent, Savills, had been out to look at the overgrown ditch behind Durncourt Cottages and will arrange for it to be cut back in the coming weeks. In addition, Councillor Hardy will take a look at the footpath leading from Batch Lane which is very overgrown and contact Jon Dearsley at Savills.

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

The Chairman advised the notice board was ready to be installed at the Cricket Ground. The Chairman and Councillor Crook agreed to assist and liaise with Harold Stevens.

NH/DC

**11.5 To receive information regarding the Neighbourhood Watch Group**

The Chairman advised that there were already four groups in the village, one of which is active, one is inactive and the coordinators of the remaining two had not responded to contact made by the Chairman. Current Police advice is to keep NHW Schemes small and to limit the size of the areas covered by each NHW group. The Chairman suggested that the Police Community alerts, now available by visiting [www.yourcommunityalerts.co.uk](http://www.yourcommunityalerts.co.uk), would complement the neighbourhood watch groups and agreed to write a piece for The Ampney Times.

NH

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

The Chairman advised that there are no unfilled or filled sandbags in the Lych Gate. However, Councillor Crook agreed to get some unfilled bags from CDC and these could be stored in the Lych Gate. The Clerk agreed to publish a copy of the updated plan on the village website and also send a copy to CDC for their records.

DC  
JW**13. Correspondence received**

**13.1** Email from CDC requesting the names of the Fallen for collating the overall list of names to be represented at the WW1 commemoration events in Cirencester. The Clerk sent off a list of names.

**14. Matter outstanding**

Councillor Crook advised that he would approach the Enforcement Officer at CDC regarding the building work that has been completed at 6 Donkey Field.

DC

**15. Dates, times and place of meeting in 2019**

Meetings will be on the second **Thursday** of the following months for 2019. The dates are as follows: 10 January, 14 March, 9 May, 11 July, 12 September and 14 November. All meetings will start at 7.15 pm apart from the Annual Parish meeting in May which will start at 7.00 pm and be immediately followed by the Annual Meeting of the Council. All meetings will be held in the village hall and are open to the public.

JW

The meeting closed at 9.45 pm.