

**AMPNEY CRUCIS PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON  
THURSDAY, 14<sup>th</sup> JULY 2022**

Present: Cllrs Doug Crook, David Fowles, Jan Mills, Ross Leadbeater, Jacky Leadbeater,  
Lis Courtown

Presiding: Cllr Crook

Clerk: Roz Morton

In attendance: n/a

No:	Item:
020 22/23	To note apologies for absence – Cllr Spivey
021 22/23	To note declarations of interest & gifts or hospitality given or rec'd. None.
022 22/23	<p>To approve minutes of the meeting held on 18 May 2022. <b>Resolution 14/22-23.</b> It was RESOLVED that the minutes of the meeting held on 18<sup>th</sup> May 2022 were a true and accurate record of the meeting. Proposed Cllr R Leadbeater, seconded Cllr Mills 6 in favour, 1 abstention.</p>
023 22/23	<b>Matters arising from the meeting held on 18 May</b>
23.1	<p>To receive update on the website migration – due to start w/c 18/07. Cllr Crook has undertaken to update the existing information.</p> <p><b>ACTION: Councillors to provide new or updated brief biogs for publication on the website. A photograph of the Council will also be uploaded.</b></p>
23.2	<p>To note councillor training session dates 19<sup>th</sup> &amp; 26<sup>th</sup> July at Fairford Community Centre 6.30 – 8.30pm. – ALL councillors have confirmed their attendance.</p> <p><b>ACTION: Councillors to bring a copy of the Code of Conduct to the training session.</b></p>
024 22/23	<p>To receive reports from County and District Councillor – Cllr Spivey submitted report which will be filed with these Minutes. The bollards that have been installed on the verge by the cricket club are not deterring parking. A suggestion of putting up no parking signs was muted.</p> <p><b>ACTION: Clerk to purchase 4 “No Parking” signs to be put up on the fence by the verge.</b></p> <p>The foliage and leaf litter on the footpath along A417 by Ampney Park’s wall needs removing to reinstate the footpath.</p> <p><b>ACTION: Clerk &amp; Cllr Crook to write to Mrs E Krone to request a meeting regarding a joint working plan to clear the footpath and also to ask if installing a VAS on a pole by the chevron, past the gates to the Park, would be acceptable.</b></p> <p>A question was asked regarding to situation with the planning team at CDC.</p> <p><b>ACTION: Clerk to write to Cllr Spivey to request an update on the recruitment and retention of the CDC Planning Department and to ascertain if the delay in processing planning applications, including delays as a result of HRA requirements, will result in non-</b></p>

	<b>determination becoming an issue.</b>
<b>025 22/23</b>	<b>To receive questions from the Public</b> – no public were present.
<b>026 22/23</b>	<p><b>To consider and agree to adopt the following:</b></p> <p>Updated Risk Register – <b>Resolution 15/22-23.</b> It was RESOLVED to adopt the updated Risk Register. Proposed Cllr Fowles, seconded Cllr Mills, all in favour.</p> <p>Updated Asset Register – After discussion, the grit bins and litter/dog bins were removed from the register as they are covered by GCC &amp; CDC’s insurance. Replacement costs for benches was put at £1000 per bench. The picnic table in the playground was also removed as it no longer in situ. <b>Resolution 16/22-23.</b> It was RESOLVED to adopt the updated Asset Register. Proposed Cllr Fowles, seconded Cllr Mills, all in favour.</p> <p><b>ACTION: Clerk to check current level of insurance cover for playground items and review this if necessary.</b></p> <p><b>ACTION: Clerk to contact property services at Glos CC to ascertain if the hedges in the playground area used by the school can be cut back and the spring fixed on the gate.</b></p>
<b>027 22/23</b>	<b>Planning matters</b>
27.1	<p>To receive planning decisions: Noted without comment.</p> <p><b>22/00798/LBC</b>   Ground floor pool refurbishment and Basement alterations to form a designated bat roost with access   Ampney Park Ampney Crucis Cirencester Gloucestershire GL7 5RY – PERMIT</p> <p>22/01048/FUL   Erection of a front porch   Litchmead Ampney Crucis Cirencester Gloucestershire GL7 5SF – PERMIT</p> <p><b>22/01553/NONMAT</b>   Non material amendment to permission 21/02081/FUL to allow for landscape and design amendments   The Croft School Lane Ampney Crucis Cirencester Gloucestershire GL7 5SD – PERMIT</p> <p><b>22/02100/COMPLY</b>   Compliance with conditions 4 (Sample roofing material), 5 (Sample render panel) and 7 (Details) of permission 22/00105/FUL - Variation of condition 2 (Approved Plans) and 4 (sample materials) and removal of condition 5 (sample panel) re permission 20/04402/FUL - Single storey side and rear extensions, new porch, and associated ancillary development, and detached double garage   Kernow Ampney Crucis Cirencester Gloucestershire GL7 5SA - PERMIT</p>
27.2	<p>To consider and agree response to the following planning applications:</p> <p><b>22/01513/FUL</b>   Construction of a single dwelling house   Land South Of Back Lane Ampney Crucis Gloucestershire. – objections have been submitted are on online.</p> <p><b>22/01345/FUL</b>   Demolition of existing conservatory and erection of single-storey rear extension   Woodside House Ampney Crucis Cirencester Gloucestershire GL7 5RY – Deadline 14<sup>th</sup> June. No comment.</p> <p><b>22/01683/LBC</b>   Conversion of garage into ancillary accommodation (revised scheme following approved consent - 20/04340/LBC)   Ampney Brook House School Lane Ampney Crucis Cirencester Gloucestershire GL7 5RT – Deadline 4<sup>th</sup> July: No comment.</p> <p><b>22/01682/FUL</b>   Conversion of garage into ancillary accommodation (revised scheme</p>

	<p>following approved permission - 20/04339/FUL)   Ampney Brook House School Lane Ampney Crucis Cirencester Gloucestershire GL7 5RT – Deadline 4<sup>th</sup> July: No comment.</p> <p><b>22/02067/COMPLY</b>   Compliance with Conditions 4 (Window and door finishes), 6 (Cast iron goods), 8 (Details), 10 (Drainage), 12 (Bat and bird boxes), 15 (Hedgerow management plan) and 16 (External lighting) of permission 21/04443/FUL - Erection of 1 no. detached dwelling with basement and attached garage   Land South Of Back Lane Ampney Crucis Gloucestershire – Deadline 18<sup>th</sup> July: No comment.</p> <p><b>22/02242/FUL</b>   Demolition of existing buildings and erection of outbuilding for garaging, stabling, storage, office use and ancillary self-contained accommodation (resubmission of permitted application - 19/02050/FUL)   Waterton House Waterton Lane Ampney Crucis Cirencester Gloucestershire GL7 5RR – Deadline 27<sup>th</sup> July.</p>
	<p><b>ACTION: Cllr Fowles to look at the application and circulate comment to Council.</b></p> <p><b>ACTION: Clerk to contact Richard Gray to ascertain if he received a reply to his letter regarding the ownership of the pond on A417.</b></p> <p><b>ACTION Cllr Courtown to contact landowner to find out more information regarding ownership of this land with a view to creating a gully to ease flooding on A417.</b></p>
27.3	<p>To consider and agree response to tree work applications and note decisions:</p> <p><b>22/02176/TCONR</b>   Fell Ash tree (T1) located at the back of the property. Ash tree declining. Fell Cedar tree (T3) located at the back of the property as the tree is too close to the school. Beech tree (T2) located at the back of the property, lift lower crown as required as branches are overhanging and touching the school roof, needs to clear roof by 2 metres. Work needs to be completed at the start of the school holidays as school will be closed and work being carried out will not interfere with school times.   Trinity Cottage School Lane Ampney Crucis Cirencester Gloucestershire GL7 5SD – Deadline 2<sup>nd</sup> July: No comment.</p>
<b>028 22/23</b>	<b>To receive update regarding Highways issues</b>
28.1	<p>To consider and agree to apply for 50/50 community offer funding for the installation of double row setts outside Number 26 and Westridge to Cobblers Cottage – at a cost of approx. £300 per linear metre. Approx. 15m required.</p> <p>Discussion took place, and it was felt that additional measures may be required to secure the path and grass verge. It was agreed that a site meeting would be helpful, and some fully costed plans made.</p>
	<p><b>ACTION: Clerk to arrange a meeting with Richard Gray.</b></p> <p><b>ACTION: Clerk to add to September Agenda.</b></p>
28.2	<p>Update on Back Lane highways matters – A request for a site meeting with Karen Paerman (GCC) has been made. Cllr Spivey has visited the site and taken photos and will be following this up. In her opinion there has been some infringement on the highway. Richard Gray (Highways local area rep) is consulting with GCC legal team to ascertain what action could be taken. Residents have sent historic photos of the area to the Council which will be passed on to Glos Highways.</p>
	<b>ACTION: Clerk to follow up meeting dates and send photos on to Glos Highways.</b>

<b>029 22/23</b>	<b>Financial matters</b>
29.1	To consider and agree to approve payments in the normal course of business (see attached list). <b>Resolution 17/22-23.</b> It was RESOLVED to approve the payments, proposed Cllr Crook, seconded Cllr Fowles, all in favour.
29.2	To consider and agree to approve statement of accounts and expenditure for the period up to 13 <sup>th</sup> July 2022. <b>Resolution 18/22-23.</b> It was RESOLVED to approve the statement of accounts and expenditure, proposed Cllr Crook, seconded Cllr Fowles, all in favour. To note that misc. payments related to the grant given to the Boules club. <b>ACTION: Cllr Crook to pursue a reasonable answer from Phoenix regarding the increase in price for Office 365.</b>
29.3	To receive reconciliation statements for May & June 2022. The reconciliation statements were received without comment.
<b>30 22/23</b>	<b>Burial ground &amp; War Memorial</b>
30.1	To note that the grant application for the war memorial restorative work has been submitted to War Memorials Trust. The application submission was noted. <b>ACTION: Cllr Crook to put a request on Psst for volunteers to maintain the flower beds around the war memorial.</b> <b>ACTION: Clerk to ascertain if any treatment can be put on the stone, once the restoration has been completed, that would inhibit moss regrowth.</b>
30.2	To receive quote from L & N Woodward for the Lych Gate restoration and to consider and agree to engage them to carry out the work. <b>Resolution 19/22-23.</b> It was RESOLVED to engage L & N Woodward to carry out the restoration as detailed on the quote at a cost of £4049.55. <b>ACTION: Clerk to obtain clarification on the depth of the paving slabs and ensure they are 50mm and to ascertain if Neil Woodward can replace a broken glazed pane, and at what additional cost.</b>
30.3	To consider and agree to allow a tree to be planted in the burial ground. Council agreed to find a place in the boundary of the extension of the burial ground for the tree to be planted.
30.4	To consider and agree to prune lower branches to allow easier access for mowing. It was agreed that a working party will be formed to carry out this work.
<b>31 22/23</b>	<b>Village Matters</b>
31.1	To receive update on playground matters Sarah James Sparrow sent an update to the Council.

	<p>The activity tower has been ordered. Due after September, date tbc. Spacehive funds have been released. The next project will be to replace the swings and purchase a new accessible basket swing. Funds are being sought for this project. The Council would like to thank Sarah and her team for the amazing fundraising and planning that has gone into bringing this exciting project to fruition. The Council agreed that additional funds could be made available to assist with the purchase of the swings if required.</p>
31.2	<p>To receive update on bus shelter and agree next steps. Cllr Wright presented the costs for the installation a wooden bus shelter on A417 to Council. Discussion took place. The Council agreed to defer this item to September until the boundary issue was resolved and to consider a revised scheme to install 2 bus shelters, one on A417 and one at Pleydells.</p> <p><b>ACTION: Cllr Wright to provide measurements for the base on A417 to the Clerk.</b> <b>ACTION: Clerk to request that GCC increased the base installed on A417.</b> <b>ACTION: Cllr Wright to obtain more information on simpler styles of shelters that would be appropriate in both locations and to get costs.</b> <b>ACTION: Clerk to add to September Agenda.</b></p>
31.3	<p>To consider and agree to choose a bench style and colour for installation in the playground. The playground committee has expressed a preference for a circular accessible bench. The Council agreed that a circular accessible bench was their preferred style. The colour is to either be brown or include a colourful element. The bench will also include a plaque.</p> <p><b>ACTION: Clerk to obtain quotes for further consideration and circulate to Council.</b></p>
31.4	<p>To receive an update on the parish boundary consultation and agree any further action. – CDC has sent a revised option for consideration. The Council remains of the opinion that the original proposal submitted by ACPC is the favoured option.</p> <p><b>ACTION: Clerk to email Sarah Dalby to reiterate that ACPC continues to favour the originally submitted proposal and to explain that the bus shelter project is in abeyance until the boundary review is completed as ACPC will not pursue the project if the area is moved out of the parish boundary.</b> <b>ACTION: Clerk to contact CDC to ascertain if the parishes can make representations at the CDC Council meeting in September at which this matter will be decided.</b></p>
31.5	<p>To consider and agree to restart the village newsletter in conjunction with the parish newsletter. Council agreed, in principle, that a bi-monthly newsletter in conjunction with the parish newsletter that encompassed Ampney Crucis, Ampney St Mary, Ampney St Peter and Driffield &amp; Harnhill was a good idea. Proposed Cllr Fowles, seconded Cllr Crook, all in favour. <b>ACTION: Doug to draft a Psst request for volunteers to form a committee to run the</b></p>

	<b>newsletter and circulate to Council.</b>
31.6	<p>To consider and agree repairs to the cricket ground fence</p> <p>The fencing at the cricket ground was a matter of discussion at a village event. It was considered that the older sections of the fence require repairs or replacement. A contribution of £250 has been offered via Mr Gearing through the Jubilee Fund. Additional funding is required.</p> <p><b>ACTION: Cllr Crook to discuss the matter with neighbouring landowners and report back to Council.</b></p>
31.7	<p>To consider and agree to purchase pay as you go SIM card and obtain 2<sup>nd</sup> hand phone for community Whatsapp group.</p> <p>After discussion, no proposal was made and the matter was closed.</p>
<b>32 22/23</b>	<b>To receive correspondence</b>
32.2	Regular news updates from GCC & CDC
<b>33 22/23</b>	<p><b>Any other business:</b> to discuss minor matters, not included elsewhere on the agenda, or matters received after the publication of the agenda. Not an opportunity for debate and decision making.</p> <p>The Community Safety Charter, a national programme run by Neighbourhood Watch Network, was recently launched and brought to the attention of the Council.</p> <p>It was noted that, by signing the declaration of office, all Councillors agree to adhere to the Nolan principles.</p> <p><b>ACTION: Clerk to contact Democratic Services to ascertain if it is appropriate for a parish council to sign up to the scheme and to contact GAPTC to ascertain if all parish and town councils in the area are being encouraged to join the scheme.</b></p> <p>The Council agreed to thank Mr John Fullick for his efforts to tidy up the edges of footpaths in the area and would like to encourage others to follow his excellent example.</p> <p>The signpost at Hilcote End has been clipped. Cllr R Leadbeater agreed to fix this.</p> <p><b>ACTION: Cllr Crook to put a message on Psst suggesting that residents “adopt” their nearest road/street sign and periodically clean it.</b></p> <p><b>ACTION: Clerk to contact the CDC Clean &amp; Green team to request that the street and road signs are cleaned.</b></p>
<b>34 22/23</b>	<p><b>Date and time of next meeting</b></p> <p>Thursday 8<sup>th</sup> September 7.15pm</p>

*There being no further business the meeting was closed at 10.15 pm*