

**AMPNEY CRUCIS PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON THURSDAY,  
9<sup>TH</sup> NOVEMBER 2023**

Present: Cllrs Doug Crook, Jan Mills, Lis Courtown, Jacky Leadbeater, Ross Leadbeater, Nick Wright. Clint Grimmer  
 Presiding: Cllr Doug Crook  
 Clerk: Roz Morton  
 In attendance: 3 x Member of the public

<b>No:</b>	<b>Item:</b>
<b>045 23/24</b>	<b>To note apologies for absence</b> Cllr Spivey
<b>046 23/24</b>	<b>To note declarations of interest &amp; gifts or hospitality given or rec'd</b> None
<b>047 23/24</b>	<b>To approve minutes of the meeting held on 14<sup>th</sup> September 2023</b> Cllr Courtown asked for clarification of Item 41.6. It was agreed that Councillors would speak to individual householders regarding cutting foliage rather than the Council write a formal letter. <b>Resolution 28/23-24.</b> It was RESOLVED that the minutes of the meeting held on 14 <sup>th</sup> September 2023 were a true and accurate record of the meeting. Proposed Cllr R Leadbeater, seconded Cllr Mills, all in favour.
<b>048 23/24</b>	<b>Matters arising from the meeting held on 14<sup>th</sup> September 2023</b>
48.1	Training dates for new Councillor training – online courses offered on 8 <sup>th</sup> & 22 <sup>nd</sup> November. Cllr Grimmer has attended the 8 <sup>th</sup> November session and will be attending the 22 <sup>nd</sup> Nov training.
48.2	Update on “please do not park signs”. The signs have been delivered and will be installed on the wall of Montrose & the burial ground. Once in situ, the Council will write, once again, to the school requesting that the no parking signs are adhered to, and that school staff use the car park.
	<b>ACTION: Cllrs R Leadbeater &amp; D Crook will install the sign on the burial ground wall.</b> <b>ACTION: Clerk to write to the school once the signs are in situ.</b>
<b>049 23/24</b>	<b>To receive reports from County and District Councillor</b> Cllr Spivey emailed reports which will be filed with these Minutes. Pertinent to Ampney Crucis were the following items: A meeting is being arranged with The Crown and the police and highways to discuss the ongoing parking issues. Once a date is confirmed the PC will be invited to attend. Cllr Spivey would like to encourage everyone to report all potholes and road defects using the new Fix My Street tool.

	<p>Andrew Moody's report on the planning applications on Backs Lane - his recommendation on both applications is to PERMIT. The PC objected to the applications. Cllr Spivey has requested that the PC offer material planning reasons for refusal, which can be put forward to the planning committee review panel for them to consider and she will try to get it to the planning committee in December.</p> <p><b>ACTION: Clerk to submit additional objection comments to Cllr Spivey.</b>  <b>ACTION: Cllr Crook to draft the objection. The objection is based on the discrepancies between the drawings which create confusion as to the exact location of the dwellings.</b></p>
<b>050 23/24</b>	<b>To receive questions from the Public N/A</b>
<b>051 23/24</b>	<b>Financial matters</b>
<b>51.1</b>	<p>To receive bank reconciliations for September &amp; October 2023  Received without comment.</p>
<b>51.2</b>	<p>To consider and agree to approve statement of accounts and expenditure for the period up to 3<sup>rd</sup> November 2023  <b>Resolution 29/23-24.</b> It was RESOLVED to approve the statement of accounts as presented. Proposed Cllr Crook, seconded Cllr Wright, all in favour.</p>
<b>51.3</b>	<p>To consider and agree to approve payments in the normal course of business.  <b>Resolution 30/23-24.</b> It was RESOLVED to approve the payments as presented. Proposed Cllr Crook, seconded Cllr Wright, all in favour.</p>
	<b>Missed numbers 52.1-3</b>
<b>52.4</b>	<p>To consider and agree final wording for grass cutting SLA  <b>Resolution 31/23-24.</b> After discussion it was RESOLVED to request a 3-year fixed price contract, to amend the tender to include 17 cuts to the Burial Ground, the first of which should be done in March and a twice-yearly clearance of the ditch along Allotment Lane. Proposed Cllr Crook, seconded Cllr Mills, all in favour.  The Clerk reported that 3 other contractors had been contacted, two declined to quote and one quoted £6890 per year.</p> <p><b>ACTION: Clerk to amend the tender document as above and seek quotes from Countrywide Grounds Maintenance &amp; Cottage Garden Services.</b></p>
<b>52.5</b>	<p>To consider and agree to set up a PO box address for the Council at a cost of £330 p.a. The Clerk requested that a PO box address is set up in order to keep her home address private and also to ensure continuity for the Parish Council should a new Clerk be employed in the future as the PO box can be allocated to a new address.  <b>Resolution 32/23-24.</b> It was RESOLVED to set a PO box address for the Council. Proposed Cllr Wright, seconded Cllr Mills, 6 in favour, 1 abstention</p> <p><b>ACTION: Clerk to contact the Post Office to request the service is put in place. The new address will then be widely advertised in the village and on the website. This will be done to coincide with the new telephone number.</b></p>

52.6	<p>To consider and agree to set up a VOIP account for a geographic telephone number for the Council at a cost of approx. £12 per month.</p> <p>The Clerk requested that a VIOP geographic number is set up so that her private mobile number is not used for the Council and to ensure continuity for the Parish Council should a new Clerk be employed in the future as the number can be allocated to a mobile phone.</p> <p><b>Resolution 33/23-24.</b> It was RESOLVED to set a VIOP geographic number. Proposed Cllr Wright, seconded Cllr Mills, all in favour.</p> <p><b>ACTION: Clerk to contact Hello Comtec to request the service is put in place. The new address will then be widely advertised in the village and on the website. This will be done to coincide with the new postal address.</b></p>
52.7	<p>To consider and agree first budget for 2024 – 25</p> <p>The budget was considered line by line and changes made.</p> <p>Some lines still require additional information before being agreed – e.g. grass cutting which will be agreed in the next month.</p> <p>The current total budget for 24/25 stands at £26,459.</p> <p>The tax base will be made available by CDC by the end of November at which point the % change in precept can be calculated.</p> <p>The following EMRs were agreed:</p> <ul style="list-style-type: none"> <li>£5000 footpaths in the burial ground</li> <li>£10000 Lych Gate roof and internal repairs</li> <li>£7000 Playground sinking fund.</li> <li>£2000 additional benches &amp; noticeboards</li> <li>£20000 village hall contingency</li> <li>£10000 village assets (e.g. cricket pavilion, sports pitches) contingency</li> </ul> <p>Note: EMRs are not a guarantee that the money will be spent</p> <p><b>ACTION: Clerk to obtain final quotes for grass cutting and the tax base figures and bring back to January meeting for final approval and to agree the precept request.</b></p>
52.8	<p>To consider and agree to donate to the Village Hall solar panel crowdfund and how much to donate.</p> <p>Members of the Village Hall Committee addressed the Council. The target amount to raise is £30,700, to date the fund stands at £17,589. Over 90 donations have been received including £7,500 from CDC. Applications for additional grants have been made.</p> <p>Crowdfunding closes on 19<sup>th</sup> January. <b>Resolution 34/23-24</b> After discussion It was RESOLVED to donate £5000 to the project and invite the Village Hall to come to the January meeting to request top up funding should it still be required to ensure that the project goes ahead. Proposed Cllr Wright, seconded Cllr Crook, all in favour.</p> <p><b>ACTION: Clerk to make the donation via Spacehive</b></p>
52.9	<p>To receive an update on the insurance claim for the missing VAS unit and to decide the way forward.</p> <p>Zurich have offered a settlement of £2935 to be spent on a replacement unit.</p> <p><b>Resolution 35/23-24</b> It was RESOLVED to accept this settlement offer. Proposed Cllr Crook, seconded Cllr Mills, all in favour.</p> <p>The Council agreed to replace the unit with a smiley face SID that shows the speed cars are</p>

	<p>travelling at. Further information is required regarding the data collection methods available and whether the existing unit can be upgraded. Cllr Crook agreed to look into this matter and report back.</p> <p><b>ACTION: Clerk to contact Zurich to confirm acceptance of the settlement offer.</b> <b>ACTION: Cllr Crook to contact Westcotec to garner the relevant information so a decision can be made in January.</b></p>
<b>53 23/24</b>	<b>Planning Matters</b>
<b>53.1</b>	<p>To receive planning decisions: Noted.</p> <p><b>23/02107/FUL</b>   Mobile home for equestrian rural worker   Talland School Of Equitation Ampney Knowle Barnsley Cirencester Gloucestershire GL7 5FD – APPLICATION WITHDRAWN</p> <p><b>23/01787/COMPLY</b>   Compliance with condition 6 (Boiler details) of permission 23/00179/FUL - Replacement and relocation of boiler to rear garden, and replacement of windows; and conditions 2 (Recessed Windows) and 5 (Boiler details) of consent 23/00180/LBC - Replacement and relocation of boiler to rear garden, and replacement of windows and repairs to front door   36 Ampney Crucis Cirencester Gloucestershire GL7 5SF – PERMIT</p> <p><b>23/01567/FUL</b>   Internal and external alterations and refurbishment including removal of modern partitions, finishes and services; repairs to roof, walls and stone mullioned windows; and replacement of rainwater goods   Garden Cottage Ampney GL7 5RY – PERMIT</p> <p><b>23/01537/COMPLY</b>   Compliance with condition 4 (Design and details) of consent 22/02949/LBC and condition 5 (Design and details) of permission 22/02948/FUL - Erection of single storey side extension and two-storey rear extension, internal alterations, conversion of outbuildings for ancillary residential use, erection of detached garage, creation of swimming pool, reinstatement of tennis court and associated hard and soft landscaping   Ampney Brook House School Lane Ampney Crucis GL7 5RT – PERMIT</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 GL7 5RR – APPLICATION DISPOSED</p> <p><b>21/03400/COMPLY</b>   Compliance of conditions 5 (sample panel of walling) and 31 (construction method statement) of planning permission 20/02285/FUL - Demolition of existing Class B1 building and erection of 3 no. dwellings together with associated ancillary development 21-036-P-D101-External Wall Sample 21-036-P-D100-Construction Method Statement   Land South Of Back Lane Ampney Crucis Gloucestershire – PERMIT</p> <p><b>23/03081/COMPLY</b>   Compliance with condition 5 (Sample render panel) of permission 23/01227/FUL - Two storey side extension, demolition of existing garage and construction of new garage (revision of 19/04190/FUL)   53 Hilcot End Ampney Crucis Cirencester Gloucestershire GL7 5HG – PERMIT</p>
<b>53.2</b>	<p>To consider and agree response to the following planning applications:</p> <p><b>23/02759/FUL</b>   Erection of single storey rear extensions   Landemere Ampney Crucis Cirencester GL7 5RY. No comment.</p> <p><b>23/02959/CLEUD</b>   Certificate of Lawful Existing Use or Development under Section 191 of</p>

	<p>the Town and Country Planning Act 1990 for confirmation that the development granted under permission 20/02285/FUL has lawfully commenced   Land South Of Back Lane Ampney Crucis Gloucestershire. No comment.</p> <p><b>23/02929/COMPLY</b>   Compliance with condition 3 (sample roofing), 4(Details), 5 (Rooflights) &amp; 6 (Staircase / balustrade) of permission 22/01682/FUL and condition 2(Roofing material), 3 (Details), 4 (Rooflights) &amp; 5 (Staircase / balustrade) of consent 22/01683/LBC - Conversion of garage into ancillary accommodation   Ampney Brook House School Lane Ampney Crucis Cirencester GL7 5RT. No comment.</p> <p><b>23/02729/FUL</b>   Erection of one and a half storey rear extension, new dormer windows to front elevation and associated works   Ash House Bungalow Ampney Crucis Cirencester GL7 5RY. No comment.</p> <p><b>23/03141/FUL</b>   Refurbishment works including demolition of garage, erection of single storey extension and associated works   Sterrys Mill Church Lane Ampney Crucis Cirencester Gloucestershire GL7 5RY</p> <p><i>The Council objects to this application until a drainage report has been produced and requests that the drainage report is submitted prior to the application being determined rather than required as a condition as it is clear from other applications in the district that conditions are not being monitored and development is occurring without conditions being met and properly discharged.</i></p> <p><b>ACTION: Clerk to submit the above objection.</b></p> <p><b>23/03403/COMPLY</b>   Compliance with condition 23 (passing bay) of permission 20/02285/FUL- Demolition of existing Class B1 building and erection of 3 no. dwellings together with associated ancillary development   Land South Of Back Lane Ampney Crucis Gloucestershire</p>
<b>53.3</b>	<p>To consider and agree response to tree work applications and note decisions: Noted.</p> <p><b>23/02844/TCONR</b>   Lombardi poplar x 4 - reduce height/crown reduction by 30%   Penny Patch 38A Ampney Crucis Cirencester Gloucestershire GL7 5SF – NO OBJECTION</p> <p><b>23/02921/TCONR</b>   Four cherry trees need removal as they are causing damage to the Cotswold stone boundary wall, between the Ampney Crucis cricket ground car park and Wickets End Cottage   Wickets End Ampney Crucis Cirencester Gloucestershire GL7 5RY – NO OBJECTION</p>
<b>54 23/24</b>	<b>Burial ground</b>
54.1	<p>Update on tree works considered at September meeting - awaiting outcome of conversation with neighbouring householder and to consider and agree to appoint contractor to carry out tree works</p> <p>Three quotes were received ranging from £1600 to £895. The lowest quote was accepted.</p> <p><b>Resolution 36/23-24</b> It was RESOLVED to accept the quote from A J Arborists and instruct them to submit a planning application for the removal of the trees and additional tree works on the boundary of the burial ground, the cost of which will be recouped by the Council. Proposed Cllr Crook, seconded Cllr R Leadbeater, all in favour.</p> <p><b>ACTION: Cllr Crook to discuss the work with the neighbouring property owner</b></p>

	<b>ACTION: Clerk to contact SA J Arborists.</b>
<b>55 23/24</b>	<b>Village Matters</b>
55.1	To receive an update on swing replacement Cllr Mills updated the Council – the replacement swing should be installed by the end of the year.
55.2	To consider and agree the way forward regarding the day to day management of the playground. A member of the Playground Committee addressed the Council. Sarah James Sparrow is stepping down from the Playground Committee in December, at which time the Committee will be dissolved. Any remaining funds in the Playground Committee bank account will be passed over to the Parish Council. The Friends of the Primary School have agreed to continue with the weekly checks and will organize the rota to ensure that these take place. The responsibility for the maintenance of the playground will fall to the Parish Council – this will mainly involve the grass cutting which is currently undertaken by Tony Williams. The PC currently owns the equipment and insures it. The PC will need to arrange the annual ROSPA inspection. The Council thanked the members of the Playground Committee for all their hard work and thanked Tor for agreeing to organize the rota. <b>Resolution 37/23-24</b> It was RESOLVED to take on the management of the playground when the Playground Committee is dissolved. Proposed Cllr Mills, seconded Cllr Crook, all in favour. <b>ACTION: Clerk to contact GCC to ascertain why the playground must be closed for two days per year and whether the dates for those closures can be flexible.</b> <b>ACTION: Clerk to arrange for the annual inspection to take place in due course.</b> <b>ACTION: Clerk to contact Tony Williams to ask him to invoice the Council directly for grass cutting in the playground.</b>
55.3	To receive a report from the Village Hall meeting Cllr J Leadbeater reported on the ongoing fundraising and invited Councillors to attend the Bingo fundraiser being held on 8 <sup>th</sup> December.
55.4	To receive an update on the School Lane kerb damage. After discussion with Bromford Housing it would appear that the edge of the verge belongs to Glos Highways. Damage is regularly being caused by CDC refuse lorries, which have no option but to mount the verge due to the topography of the roads. <b>ACTION: Clerk to contact Richard Gray and ask if Glos Highways are willing to take any remedial action.</b>
55.5	To receive an update on Village clean up. A small group of dedicated volunteers got lots done over the weekend of 4/5 November and the Council would like to thank everyone who helped. There are still areas of ivy that need to be cleared. The ditch along Allotment Lane by the playing field & playground needs to be cleared and

	regularly maintained. The hedge inside the school playing field needs to be regularly maintained.
	<b>ACTION: Clerk to contact Countrywide to ask Adrian to come out and look at the ditch with a view to adding it to the grass-cutting contract.</b> <b>ACTION: Clerk to contact Tony Williams to get a quote for cutting the hedge back and discuss it with the school.</b>
55.6	To receive an update on the Ampney Times and to discuss ways to encourage greater input from surrounding villages. The Clerk reported that Ampney St Mary has submitted an interesting article on farming in the area for the January edition. Additional articles are welcomed by 20 <sup>th</sup> November for the January edition.
	<b>ACTION: Cllr J Leadbeater to send out a request on the village WhatsApp.</b> <b>ACTION: Clerk to request an article from PCSO's regarding parking by The Crown.</b>
55.7	To consider and agree to request that Glos Highways resurface Butchers Arms Lane
	<b>ACTION: Clerk to email Glos Highways to request resurfacing of this lane.</b>
55.8	To consider and agree way forward regarding the ongoing situation of patrons of The Crown parking on the verges and along A417. Cllr Spivey is arranging a meeting regarding this matter that the PC will attend. Having spoken with the local PCSO's Cllr J Leadbeater passed on their advice to call Zee & Angela and report dangerous parking at this location directly to them, and if they are available, they will come and issue tickets as appropriate.
	<b>ACTION: Cllrs to attend the meeting when arranged.</b>
<b>56 23/24</b>	<b>To receive correspondence</b>
56.1	Regular news updates from GCC & CDC
<b>57 23/24</b>	<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.
	<b>ACTION: Clerk to ask the school to take on the weekly check of the defibrillator on school property.</b>
<b>58 23/24</b>	<b>Date and time of next meeting</b> 11 <sup>th</sup> January 2024 at 7.15pm.

There being no further business, the meeting closed at 10.25pm.