

**AMPNEY CRUCIS PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON THURSDAY 8<sup>TH</sup>  
FEBRUARY 2024**

Present: Cllrs Jan Mills, Lis Courtown, Jacky Leadbeater, Ross Leadbeater, Nick Wright, Clint Grimmer  
 Presiding: Cllr Jan Mills  
 Clerk: Roz Morton  
 In attendance: 2 Village Hall representatives and Andrew Lazenby.

It was agreed that Cllr Mills would chair the meeting.

No:	Item:
081 23/24	<p><b>To note apologies for absence</b> Cllr Spivey</p>
082 23/24	<p><b>To note declarations of interest &amp; gifts or hospitality given or rec'd</b> None</p>
083 23/24	<p><b>To approve minutes of the meeting held on 11<sup>th</sup> January 2024</b>  <b>Resolution 51/23-24.</b> Item 77.2 was amended and with those changes, it was RESOLVED that the minutes of the meeting held on 6<sup>th</sup> December were a true and accurate record of the meeting. Proposed Cllr R Leadbeater seconded Cllr Wright, all in favour.</p>
084 23/24	<p><b>Matters arising from the meeting held on 11<sup>th</sup> January 2024</b></p> <ul style="list-style-type: none"> <li>• Meeting regarding parking issues at The Crown</li> </ul> <p>Cllrs Wright &amp; Mills reported on the following: a meeting was convened by Cllr Spivey and held on 12<sup>th</sup> Jan. Glos Police, Glos Highways, The Crown, AC Cricket Club, Rev Swanton were also in attendance. The Crown advised that they currently have an agreement with the Reindeer Park to allow staff parking during the year, except for Xmas, and that they own the field opposite the pub and have explored options to create parking there, however Highways are not happy with an additional access on the A417. Glos Highways agreed to install a bund on the verge opposite the Crown extending to the junction with Waterton Lane to stop cars from parking on the verge.</p> <p>A second meeting took place – no Councillors attended, but a representative from the Cricket Club updated Cllr Mills as to the substance of the discussion:</p> <p>The Cricket Club suggested that they could fence off an area of ground to create dedicated parking for The Crown and to keep the cricket pitch secure. Parking for village events, including weddings &amp; funerals would take precedent if parking was required, which would help to alleviate parking on Church Lane. The Crown would pay for any works required and would potentially install a footbridge from the parking area to the pub. The Cricket Club would also receive remuneration for allowing parking on their land. Any works would be subject to planning consents.</p>

	<p><b>ACTION: Clerk to write to the Crown to ask if they had considered approaching the Reindeer Herd operators to ask if they could create an access to their land via the Reindeer Herd car park.</b></p> <ul style="list-style-type: none"> <li>• Plaque for the coronation commemoration tree</li> </ul> <p>Cllrs amended the artwork.</p>
	<p><b>ACTION: Clerk to confirm with supplier and place the order.</b></p>
<b>085 23/24</b>	<p><b>To receive questions from the public</b></p> <p>Mr A Lazenby stated that he was not in favour of a car park being created at the Cricket Club as he felt that it would be detrimental to the conservation area and damage the aesthetics of that part of the village. He suggested that the Crown use some of their existing outdoor seating area for car parking.</p> <p>A question was raised regarding the process of how the village can find out what discussions are ongoing.</p> <p>The Clerk advised that any changes to the use of the Cricket Club grounds would be subject to a planning application which require a public consultation.</p> <p>Village Hall representatives thanked the Council for the donation and reported:</p> <ul style="list-style-type: none"> <li>• CP Jeffries have been awarded the contract to supply and fit the solar panels.</li> <li>• The fund was over by £127 which will be returned to the Parish Council as agreed.</li> <li>• No VAT will be paid on the solar panels or installation.</li> <li>• CP Jeffries have kindly agreed to insulate the roof space FOC.</li> </ul>
<b>086 23/24</b>	<p><b>To receive reports from County and District Councillor</b></p> <p>Cllr Spivey submitted reports which will be filed with these Minutes.</p>
<b>087 23/24</b>	<p><b>Financial matters</b></p>
<b>87.1</b>	<p>To receive bank reconciliations for January 2024.</p> <p>Received without comment.</p>
<b>87.2</b>	<p>To consider and agree to approve statement of accounts and expenditure for the period up to 31<sup>st</sup> January 2024.</p> <p><b>Resolution 52/23-24.</b> It was RESOLVED to approve the statement of accounts as presented. Proposed Cllr Wright, seconded Cllr R Leadbeater, all in favour.</p>
<b>87.3</b>	<p>To consider and agree to approve payments in the normal course of business.</p> <p><b>Resolution 53/23-24.</b> It was RESOLVED to approve the payments as presented. Proposed Cllr Mills, seconded Cllr Wright, all in favour.</p>
<b>87.4</b>	<p>To consider and agree to purchase 10 litter pickers.</p> <p><b>Resolution 54/23-24.</b> It was RESOLVED to purchase the following items: 10 x litter pickers, black bags, gloves, Accident book &amp; first aid kit for the Lych Gate. Proposed Cllr Mills, seconded Cllr J Leadbeater, all in favour.</p>
	<p><b>ACTION: Clerk to source items and have available for the Spring Clear Up.</b></p>

<p><b>088 23/24</b></p>	<p><b>To consider and agree to adopt the following policies and procedural document and make any changes necessary.</b></p> <ul style="list-style-type: none"> <li>a) Code of Conduct (no changes)</li> <li>b) Financial Regulations (no changes)</li> <li>c) Standing Orders (no changes)</li> <li>d) Data protection policy (no changes)</li> <li>e) Bring your own device policy (no changes)</li> </ul> <p><b>Resolution 55/23-24.</b> It was RESOLVED to adopt the polices numbered a – e above with no changes. Proposed Cllr Wright, seconded Cllr R Leadbeater, all in favour.</p>
	<p><b>ACTION: Clerk to upload policies to the website.</b></p>
	<p><b>New policies &amp; procedures:</b></p> <ul style="list-style-type: none"> <li>1. Model Biodiversity Policy</li> </ul> <p>Discussion took place regarding how the Council can best implement this policy. It was agreed that an article should be put into the Ampney Times encouraging residents to consider the positive impacts they can have on the biodiversity of the village.</p>
	<p><b>ACTION: Clerk to add article to the May/June edition of the Ampney Times.</b></p>
	<p><b>Resolution 56/23-24.</b> It was RESOLVED to adopt the Biodiversity policy with no changes. Proposed Cllr R Leadbeater, seconded Cllr Wright, 5 in favour one abstention.</p> <ul style="list-style-type: none"> <li>2. Health &amp; Safety at Work</li> </ul> <p>The H &amp; S policy was amended as per extract below:</p> <p>.....</p> <ul style="list-style-type: none"> <li>• <i>All contractors will be directed to view the Council’s Health and Safety and Lone Working policies on the website.</i></li> </ul> <p><b>Volunteers</b></p> <p>.....</p> <ul style="list-style-type: none"> <li>• <i>A copy of the Council’s Health and Safety Policy will be on display at the Lych Gate and copies available on request.</i></li> <li>• <i>Volunteers under the age of 18 will remain the responsibility of their parent/carer and must be accompanied at all times by their parent/carer.</i></li> </ul> <ul style="list-style-type: none"> <li>3. Working from Home policy</li> <li>4. Lone working policy</li> <li>5. Asset Register 2024</li> </ul> <p>The Asset register was updated to include the new swings in the playground.</p> <ul style="list-style-type: none"> <li>6. Risk Assessments for Volunteer Activities</li> </ul> <p><b>Resolution 57/23-24.</b> It was RESOLVED to adopt the above policies with the agreed changes. Proposed Cllr Mills, seconded Cllr Courtown, all in favour.</p>
	<p><b>ACTION: Clerk to make the agreed changes and upload the policies onto the website.</b></p> <p><b>ACTION: Print and laminate A3 copy of the H &amp; S policy for displaying in the Lych Gate.</b></p>

<b>89 23/24</b>	<b>Planning Matters</b>
<b>89.1</b>	<b>To receive decision notices:</b> None to date.
<b>89.2</b>	<p>To consider and agree response to the following planning applications:</p> <p><b>23/03368/FUL</b>   Change of use of existing residential and ancillary buildings, demolition of modern buildings and structures and erection of new buildings together with access, parking and landscape works, repair of existing listed and curtilage listed structures, all in association with the proposed new use of the site as a function / events venue location including visitor accommodation and associated facilities (sui generis mix of uses)   Ampney Park Ampney Crucis Cirencester GL7 5RY.</p> <p>The Council is still waiting for the missing information requested at the public meeting. Until all information is available no further objection will be submitted.</p> <p><b>ACTION: Clerk to add to March Agenda for further discussion.</b></p> <p><b>24/00236/FUL</b>   Erection of dwelling and detached garage (revised scheme)   4 London Road Ampney Crucis Cirencester Gloucestershire GL7 5RS</p> <p><b>Resolution 58/23-24.</b> It was RESOLVED to OBJECT to this application for the following reason:</p> <p>The previous application for a dwelling on this site (21/01854/FUL) was refused, the Council cannot see that the new proposal resolves all of the reasons given for refusal. We would urge the Planning Officer to consult with Highways. At the time of the previous application the Crown was closed, it is now open and extremely busy, which is giving rise to highway issues including an increase in accidents at that location.</p> <p><b>ACTION: Clerk to submit the above objection.</b></p>
<b>89.3</b>	<p>To consider and agree response to tree work applications and note decisions:</p> <p>24/00120/TCONR   G1 - Conifers x2 - fell (southern tree in neighbours garden)   Cumberland House Ampney Crucis Cirencester Gloucestershire GL7 5RY</p> <p>No comment.</p>
<b>90 23/24</b>	<b>Burial ground</b>
90.1	<p>To consider and agree to commission work to clean the memorial in the Burial Ground (funds from EMR).</p> <p>The Council decided that this was not a priority at the present time.</p>
90.2	<p>To consider and agree to refurbish the inside of the Lych Gate and any other renovation required.</p> <p><b>Resolution 59/23-24.</b> It was RESOLVED to refurbish the inside of the Lych Gate.</p> <p><b>ACTION: Clerk to ask Neil Woodward to quote for refurbishing the inside of the Lych Gate, including treating the woodworm, treating the inside of the doors and ensuring the walls are sound.</b></p>
<b>91 23/24</b>	<b>Village Matters</b>
91.1	<p>To receive a report from the Village Hall meeting.</p> <p>See item 085 above.</p>

91.2	<p>To consider and agree to reserve a room at The Crown for Remembrance Sunday refreshments and to help with the organization of the Remembrance Service as requested by Rev'd Swanton, including liaising with 29<sup>th</sup> Regiment.</p> <p>The Clerk reported that a room has been reserved and the Council, Rev Swanton, the 29<sup>th</sup> Regiment &amp; the Crown are all liaising regarding the day.</p>
91.3	<p>To receive an update on the Ampney Times.</p> <p>The Clerk reported that the March/April edition is due to be out for delivery w/c 19<sup>th</sup> Feb.</p>
91.4	<p>To receive an update on playground matters</p> <p>The Clerk reported that the Playground Committee has transferred their remaining funds to the PC account.</p> <p>The gate to the playing field doesn't self-close. It requires new posts and either a new gate or a self-closing mechanism to be fitted.</p> <p><b>ACTION: Clerk to contact GCC to ask if they would replace the gate and if not, would they allow the PC to carry out the work.</b></p>
91.5	<p>To discuss school parking issues and agree any actions.</p> <p>A notice has gone up on Melrose which seems to have stopped parking along that wall. Cars are parking in the car park, which is good, however some are blocking private drives and parking on the grass which is churning up the ground. There are 7 cars that regularly park on the junction with School Lane &amp; Village Street and partially block the junction. This could be resolved with staff using the car park and not parking on the street.</p> <p><b>ACTION: Clerk to email the Head to request that staff use the car park (but don't block private drives).</b></p> <p><b>ACTION: Cllr Mills to advise affected residents that they can put up "please do not block this entrance" signs on their fence to prevent parking in front of their drive.</b></p>
91.6	<p>To agree the date for the village spring clear up (16<sup>th</sup> &amp; 17<sup>th</sup> March) and to agree the list of jobs to be done.</p> <p>Cllr Mills will be at the Lych Gate on both days to allocate jobs. Cllrs J &amp; R Leadbeater will be there on Saturday. Cllrs will also litter pick areas at other times.</p> <p>Jobs to do include but are not restricted to:</p> <p>Litter picking,</p> <p>Cutting back ivy on school wall, the bridge and burial ground.</p> <p>Cleaning road signs.</p> <p><b>ACTION: Clerk to advise Mrs Wood of the intention to cut back the ivy on the school wall.</b></p> <p><b>ACTION: Clerk to advise Mr E Partington that ACPC will litter pick the roads as per his suggested allocation.</b></p>
91.7	<p>To consider and agree what steps the Council can take to enhance biodiversity in Ampney Crucis.</p> <p>The Council is carrying out a village-wide litter pick and planting a tree in the burial ground.</p>

<b>92 23/24</b>	<b>To receive correspondence</b>
92.1	Regular news updates from GCC & CDC
<b>93 23/24</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>Cllr Mills requested a calendar of important dates that can be referred to throughout the Council year.</p> <p><b>ACTION: Clerk to draft a calendar to present at the March meeting.</b></p> <p>Cllr Mills offered to be acting Chairman until the end of the Council year. The Council thanked Cllr Mills and took up her offer.</p> <p><b>ACTION: Clerk to add the following items to March Agenda:</b>  <b>To consider and agree to close the Barclays account and to transfer the funds to the Lloyds deposit account.</b></p> <p>There was discussion about Psst. It was agreed that it is not a Council activity and so a request for village assistance with administering it should be made.</p>
<b>94 23/24</b>	<p><b>Date and time of next meeting.</b></p> <p>14<sup>th</sup> March 2024 at 7.15pm.</p>

There being no further business, the meeting closed at 9.40pm.