

DOWN AMPNEY PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

HELD AT DOWN AMPNEY VILLAGE HALL

TUESDAY 1ST MARCH 2022, 7.30PM

Present : Cllrs Jenkins (RJ), Cope (GC) and Matthews (AM); Clerk – Gail Dillon. 5 members of public, inc former Cllr Higson (AH) and Tappern (GT) and 3 applicants for the councillor vacancies.

Apologies : Cllr Spivey – CDC/GCC.

	Action
2. Minutes of meetings held on 02/11/21 and 04/01/22: These were circulated and approved by the meeting.	
3. Co-option of new councillors 3 members of the public attending the meeting had previously put themselves forward for co-option onto the council – Stuart Mansfield (SM), Richard Busby (RB) and Brian Hedges (BH). Each gave a brief introduction of themselves and it was agreed by the existing three councillors that they would all be co-opted onto the council. This still leaves on remaining vacancy which can be co-opted at a future date if someone else comes forward. The three new councillors were passed a Declaration of Office and Register of Interests to complete and return to the clerk, who will then inform CDC of the co-options	Cllr Mansfield/ Busby/ Hedges/ Clerk
4/5. GCC/CDC Report See Appendix A GT indicated he had only attended the meeting to present some questions to LS – GT to pass questions to clerk to pass on.	G Tappern/ Clerk
6. Chairmans Report RJ confirmed there was little to report since the last meeting.	
7. Planning See Appendix B. Update on Millenium Field – the Co-op has raised an objection that CDC did not review the application within the 8 week time limit. The application will therefore be referred to a Planning Inspector to review. There are no firm details on timeline for this as yet or who the Inspector will be. A draft letter has been produced to be finalised for when these details are available. Dukes Field – communication with the developer is being maintained with respect to a revised application following the refusal of the original application. The same developer is also going to be developing the Rooktree Farm site and has provided a few rough initial drawings of this site for comment. Various points were made with regard to adequate	Cllr Jenkins/ Cope Cllr Cope

<p>parking, sufficient pedestrian access to rest of village and access due to sharp bend. GC to maintain communications with the developer. GT raised two issues that need to be followed up with LS : 1. The 22m rule must be adhered to as it is not 'just guidance'; 2. Regarding the Dukes Field application, the Housing Officer has not made a formal comment and this needs to be taken up with them.</p>	<p>Cllr Cope</p>
<p>8. Finance Report The current finance report was distributed. See Appendix C. The invoice from Wicksteed Leisure for the resurfacing of the playground was presented. It totals £35,436.47 + VAT (£42,523.76 gross). This has been checked against the original quote and has been circulated to the councillors. The invoice was approved for payment. Clerk to arrange.</p>	<p>Clerk</p>
<p>9. Village Matters</p> <ol style="list-style-type: none"> 1. Highways: little to report. RJ continuing to progress various maintenance matters around the village 2. Speed camera update: nothing to report 3. Playground update: see Appendix D presented by former councillor, Ann Higson. RJ expressed his thanks to AH for her efforts on the PC but in particular in leading the playground resurfacing project and fundraising for it. 4. Village trees update: see Appendix D, presented by former councillor, Ann Higson. AM has now taken on this role and has met with the contracted tree surveyor and accompanied him on his survey of the village trees. He is awaiting the formal report but a follow up visit has been booked in for c.14 months' time so it can be done when the trees are in leaf. 5. Neighbourhood Plan update: see Appendix E. 6. Jubilee celebrations: It is proposed that some sort of celebration should be held within the village. The village hall committee may be arranging something and there may be a request for the PC to contribute something. It was unanimously agreed that the occasion should be marked. GC to liaise with Village Hall committee. RJ proposed that some sort of memento should be purchased to give to the children of the village, perhaps a commemorative mug. This was agreed as a good idea. 	<p>Cllr Matthews</p> <p>Cllr Cope</p> <p>Cllr Jenkins</p>
<p>9. Correspondence RJ has received a request for funding from the committee in charge of organising various events celebrating the life of Ralph Vaughan Williams throughout 2022. It was generally discussed and agreed that due to constraints on funding the PC would be unable to support these events financially. However it was noted that DAPC is providing support by organising and funding various maintenance matters along Church Lane to ensure the village looks its best for all of these events. RJ to make contact with committee.</p>	<p>Cllr Jenkins</p>
<p>10. Meetings/Training Attended</p>	

<ul style="list-style-type: none"> • RJ reported on a meeting with the local PCSOs. Various matters were raised but specifically with regard to speeding in the village and requested more visits at more appropriate times of day. He was advised there is only one van with the right speeding equipment covering the large area from Stroud to Fairford. He has therefore submitted a question to the PCC to find out why this is the case when speeding generally is such an issue. • RJ also reported that a meeting has been arranged with the chairs of the local parish councils who form the Cross Border Alliance along with senior representatives of both CDC and GCC in order to discuss various matters in relation to the local gravel extraction applications • Training – the clerk advised the new councillors that training is available and provided through GAPTC. Clerk to circulate information. 	Clerk
<p>As a final point, Cllr Jenkins wished it to be minuted that Down Ampney Parish Council is in support of Ukraine in its conflict against Russia and it stands firm with them. The sentiment was unanimously supported.</p> <p>The meeting closed at 9.05pm</p> <ul style="list-style-type: none"> • The next meeting will be held on Tuesday 3rd May 2022 at 7.30pm in the Wynne Room and will be the AGM. 	

APPENDIX A

Councillor Report

Lisa Spivey

Feb/March 2022

CDC

Local Plan Consultation

The public consultation of the Local Plan Partial Review is still open for comments until the 20th March. Can I urge you to have a look and let your views be known on some very important areas of policy?

The consultation process is easy to access and the questions posed very interesting.

There are 18 sections, but these are well written in plain English and not laborious to read.

The public consultation will form policy as we look to tackle the climate Emergency and “green” our Local Plan to the core.

You can find more information and the consultation link here:

<https://www.cotswold.gov.uk/planning-and-building/planning-policy/local-plan-update-and-supporting-information/>

Budget setting

On February 16th, the budget was set for the coming financial year. The Local Government settlement was again, given for 1 year only and we fully expect the Fairer Funding Review to come into place from next year. It is anticipated that this will not be a generous settlement for local authorities and the Medium Term Financial Strategy (MTFS) anticipates a budget shortfall of over £2million in the financial year 23/24. This year we have managed to find savings of over £800,000 to have a balanced budget.

Council tax will rise by 2.99%, with that equating to a rise for a Band D property of £5. The council continues to offer a very generous council a tax rate relief scheme and a further discretionary hardship scheme, so those most vulnerable should be able to benefit from those reliefs.

Planning

You all know that the Coop has decide to go to appeal for non-determination instead of providing the extra drainage information requested by the council’s planning department. At the moment there is no date for the appeal, but as soon as it is announced, I will make sure everyone knows.

The petition calling on the co-op to withdraw the application gathered 471 signatures, most of whom were from the village or nearby. I think this shows how much local objection there is application.

Workload within the planning department generally is still very high as there are still a number of vacancies to be filled. CDC continues trying to recruit high quality officers, but there is a nationwide shortage of planners (as well as other public sector workers), so progress is not as quick as anyone would like.

GRCC

I recently attended a meeting with Barbara Piranty from GRCC where she outlined the services offered by GRCC and their focus for the coming year(s). It was very insightful and I encourage you to make the most of the initiatives they offer especially around community building.

You can find more info here:

<https://www.grcc.org.uk/>

GCC

Highways

I have been looking at my Highways Local budget for next year with Richard Gray. This is a very limited pot given the large area my division covers, but if there are any particular projects you would like to see brought forward then please let me know.

There are, as always a number of outstanding Highways matters and I know that Ray is in frequent contact with Richard Gray about getting those things resolved, but I am always happy to apply whatever pressure I can to get things done.

Budget

GCC also set its budget at a (very long) meeting of Full council on the 16th February. I am delighted to say that in some key areas, the Lib Dem group managed to secure extra funding. This includes in areas of road safety - £250,000 to go towards shovel ready 20mph schemes and Traffic Regulation Orders - £100,000 specifically towards road safety and safer crossing schemes to help lower the cost of these schemes. I hope that Down Ampney can benefit from these funds.

Council tax will rise. This year sees a 2.99% rise in council tax overall, with 1.99% being council tax itself and 1% being the Adult social care levy. This equates to an annual increase on a Band D property of £42.14.

Grant Funding

The post covid Build Back Better fund remains open for applications. If there is a community group or activity you think would benefit from this, please get in touch. more information can be found here: <https://www.gloucestershire.gov.uk/build-back-better-councillor-scheme/>

Children services

Ofsted were in 2 weeks ago assessing Children's services at the council. The department has been found to be failing at 2 inspections, has an increasing number of children using the service and a high staff turnover rate. It is hoped that measures brought in to turn the service around will be enough to bring it up to pass inspection. A report is due in a few weeks.

Repair Shop

In a bid to encourage people to repair rather than throw out objects, the council will be supporting repair centres at some of the household recycling centres. Unfortunately this doesn't currently include Fosse cross, but there will be centres in Stroud and Cheltenham if you want to go along.

APPENDIX B

Planning reports for February 2022

7 Dukes Field Down Ampney Cirencester Gloucestershire GL7 5PQ

Ref. No: 22/00286/FUL | Validated: Wed 02 Feb 2022 | Status: Awaiting decision

Comment: No objection from the Parish Council.

38 Down Ampney Cirencester Gloucestershire GL7 5QS

Ref. No: 22/00305/FUL | Validated: Mon 28 Feb 2022 | Status: Awaiting decision

Comment: No objection to the proposed two storey extension. With regards to the proposed new entrance, it could create issues exiting and entering giving its location on Down Ampney road. There is a telegraph pole near the proposed entrance providing internet to a few homes and at least one business. The applicant needs to ensure that this is not damaged. The decision on the access point will be decided by Highways.

39 Down Ampney Cirencester Gloucestershire GL7 5QR

Ref. No: 22/00306/FUL | Validated: Thu 03 Feb 2022 | Status: Awaiting decision

Comment: No objection to the proposed extension from the Parish Council. It is noted that the boundary for No 38 runs right up to No 39 allowing no access for maintenance.

23 Down Ampney Cirencester Gloucestershire GL7 5QS

Ref. No: 21/04327/FUL | Validated: Tue 18 Jan 2022 | Status: Awaiting decision

Comment: The current drawings show current/proposed external views, but the floorplan change is less clear, and the planned materials is not obvious. The notes state that there are boundary modifications, but the house's shape and location look the same. Object to the proposed planning application until further clearer drawings are submitted.

APPENDIX C

Down Ampney Parish Council

Income and Expenditure Report

For the period ended

02/03/2022

	2021/22 Budget	2021/22 Actual to date	2020/21 Actual
<u>INCOME</u>			
Precept	21,830	21,830	20,790
Grants rec'd			-2,468
Licence receipts	50	25	25
Other receipts		36	0
Donations		21,197	0
Interest		0	70
TOTAL INCOME	21,880	43,088	18,417

EXPENDITURE

ADMINISTRATION

Clerk Honorarium & Expenses	3,250	2,438	3,250
Subscriptions/Memberships	200	0	344
Website, IT, software	900	795	87
Insurance	740	758	740
Village Hall Hire	100	146	0
Auditors Fee	200	0	0
Printing, Postage & Stationery	50	22	90
Expenses/travel			
Training	150	0	0
	5,590	4,159	4,512

DONATIONS/GIFTS

British Legion	60	78	60
		50	
Church Remembrance display		0	0
<u>Others:</u>	200		
DA News volunteers' retirement gifts			200
Gardening Club competition donation			100
Donation towards village masks			57
	260	128	417

GRASS CUTTING and GRAVEL LAYING

Gravel laying at Village Hall	500		
Contractor			
Grasscutting	9,245	8,665	8,060
Additional requests			
Hedgecutting	500	620	1,480

	10,245	9,285	9,540
OTHER PAYMENTS			
Neighbourhood Plan costs	2,000	415	290
ROSPA	95	183	155
Other expenses		1,696	
Speed camera maintenance	1,000		
Defibrillator annual fee/Costs	200	565	243
Village assets		0	0
Repairs & Maintenance	3,500	1,429	1,525
	6,795	4,287	2,212
TOTAL PAYMENTS	22,890	17,859	16,681
SURPLUS/DEFICIT FOR THE YEAR	-1,010	25,229	1,736

Known committed significant income/costs to end of financial year:

Precept - 2nd instalment			0
Website costs	50.00	3	-150
Clerk	812.5	1	-813
Grasscutting	580	1	-580
Litter picking equipment			-446
Sand container	Est'd		-250
Other normal annual costs not yet incurred			-250
Wicksteed - playground resurfacing (exc VAT)			-35,436
EXPECTED SURPLUS/(DEFICIT) FOR YEAR TO 31-MAR-2020			-12,696

Bank Balances as at

02/03/2022

Current account	42,987.93
Deposit account	12,654.94
Total at Bank	55,642.87
Playground resurfacing	-35,436.47
<u>Less committed to Neighbourhood Plan project</u>	
2019/20 underspend	2,956
2020/21 underspend	2,711
2021/22 underspend	1,585
Available to spend	12,955

VAT to be Reclaimed for current year

1,098

Neighbourhood Plan Note

Monies allocated by DAPC c/fwd as not spent

7,252

APPENDIX D

Report – for Parish Council meeting on 1st March 2022

PLAYGROUND resurfacing

The resurfacing was successfully completed on 7th January. Pleased to say that the Wicksteed contractors did a good job and we have received many positive comments from villagers.

An email to confirm that the playground installation is complete and conforms to the recommendations of British Standard EN 1176 & 1177. A handover manual (includes guarantees) was attached.

A donation of £1500.00 has been made from Ridgevale Estates Ltd – this will be used to offset the amount the PC put in to make up the difference.

Invoice not received yet.

Please note: we are a member of the Gloucestershire Playing Fields Association.

TREES – as per last report on 4 January with updates in red

I undertook a ‘walk around’ with Jack Hawksworth, a qualified tree surveyor on the 8th November. This is to ensure that we comply with any H & S legislation and be advised of any shortfall. From this we will receive a proposal to undertake an annual survey of those trees within our parish that are considered a potential risk.

This will include proof of insurance liability, a full risk assessment together with how he envisages it would be undertaken.

I am awaiting a quote for a ‘formal’ survey.

Following this I contacted Savills regarding the copse between Duke’s Field and the Old Estate Yard to confirm that the Co-op is responsible for the maintenance of the trees.

Savills replied: *I can confirm that the Public Rights of Way survey will extend to any coppices included in the retained ownership of the Co-op. There was a survey completed in 2020.*

I will confirm a date for when the survey has been scheduled.

I have emailed her asking for an update. **I have not received an update.**

On 28 November, a Duke’s Field resident advised me that a tree had come down and was wedged in another at the bottom of Dukes Field (south end). I reported this to Charlotte at Savills – it was dealt with quite quickly.

I subsequently found out that a Dukes Field resident had dealt with the tree.

Ann Higson, 28.2.22

APPENDIX E

Neighbourhood Plan:-

The Regulation 14 Consultation Period Has Ended.

The consultation period for the Regulation 14 issue of the Down Ampney Neighbourhood Development Plan ended on 25th Feb.

Thank you for all of you who commented on the Plan. At the time of writing there were nearly 100 people or organisations that have commented; all village comments have been supportive, highlighting what residents consider important to them.

Comments may be viewed at: <https://www.downampneyvillage.co.uk/the-plan.html> and clicking on “Comments” to the left of the page.

The next stage is analysing the comments and amending the Plan to take them into account. When this has been done Cotswold District Council will issue what is called the Regulation 16 Plan for further comment – a six-week period.

The Steering Group will keep everyone updated on progress through the next stages.

Neighbourhood Plan Steering Committee