

DOWN AMPNEY PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

HELD REMOTELY VIA ZOOM

TUESDAY 12TH MAY 2020, 7.00PM

Present : Cllrs Jenkins (RJ), Tappern (GT), Cope (GC), Higson (AH), Bellamy (LB), Matthews (AM) and Dangerfield (KD); Cllr Spivey – CDC; Clerk – Gail Dillon

Apologies : Cllr Parsons - GCC (SP).

	Action
<p>2. Minutes of last meeting: These were circulated and approved by the meeting.</p> <p>Matters arising to be carried forward:</p> <ol style="list-style-type: none">1. Flooding/training supplies – LB2. Co-op works to village – RJ3. Tree planting – LB4. Hedgecutting – RJ5. Electronic copy of village info sheet to be circulated – RJ6. Co-op to update pink map – RJ7. Sanctuary Group to cut field – RJ8. Poulton junction triangle to be repaired – RJ	Various
<p>3. GCC Report No report received.</p>	
<p>4. CDC Report See Appendix A. GT commented that Cllr Harris' online talks were very useful and informative</p>	
<p>5. Chairmans Report See Appendix B</p>	
<p>6. Planning See Appendix C RJ advised he had been advised by Sanctuary Group that they will be carrying out remedial works to Broadway Farm site during May in order to comply with planning conditions. However no building work would commence until the Covid19 restrictions are lifted. A meeting regarding planning matters with Cllr Harris and Cllr Spivey was held by RJ and GT in August 2019 and there has been no update on the issues raised at the meeting as yet. A request was passed to LS to arrange a second meeting as soon is possible and that a face to face meeting would be preferable. She advised this may not be possible for some time due to Covid19 restrictions. GT to circulate minutes of the first meeting and the proposed agenda for the second meeting.</p>	Cllr Spivey Cllr Tappern
<p>7. Finance Report</p>	

<p>1. The AGAR and annual governance statements were circulated to all councillors prior to the meeting. They were approved unanimously.</p> <p>2. The accounts for the year ended 31st March 2020 were also circulated to all councillors and were approved unanimously.</p> <p>The clerk is now to arrange for the internal audit to be carried out and then submission of all documentation to the external auditors.</p> <p>It was noted by RJ that there are some cars who seem to be taking advantage of the village hub parking area who do not have permission. This is to be followed up by RJ/GD.</p>	<p>Clerk</p> <p>Cllr Jenkins/ Clerk</p>
<p>8. Village Matters</p> <ul style="list-style-type: none"> • Highways: RJ put forward a proposal to enter into a 50/ 50 partnership with Glos Highways to kerb the verge adjacent to Nos 55A & B Church Lane linking end of footpath to access splay. Estimated cost to DAPC of £2500. The purpose is to prevent people parking on verge and allowing the grassed area to be maintained. RJ declared an interest in this matter. Although most agreed it was an eyesore, the general consensus is that it is a lot of money to spend at the moment. There is also a concern that it then opens up a precedent for other areas of the village that are in a similar state. There was a suggestion of a more natural solution, such as planting, but this was not felt to be viable. KD suggested all councillors have a look at the area on their daily walks and see if any other ideas can be suggested. • Green waste service update: to be reinstated this week so first collection in Down Ampney will be Friday 22nd May. LS requested that residents do not put excessive amounts of green waste as the trucks will be unable to handle it all. She expressed CDC's thanks to residents for their patience and understanding on this issue. LB enquired when Foss Cross recycling unit might reopen. LS confirmed no firm date at this point but that CDC had hoped to have two rounds of green waste collections before it does to try to reduce the amount of people attending the recycling unit if it opened too soon. • Footpaths update: KD reported she had no further updates since the last meeting as she has had no responses from any of the queries she has raised on footpaths. RJ/KD to follow up and continue to press Wellcome Trust and Bidwells for answers. LB raised the issue that the footpath sign on Charlham Lane has completely disintegrated. KD has this noted already. • Playground update: see Appendix D. It was agreed that the height of the hedge should not be reduced to 4-5' as there were objections raised by the Tennis Club. It should however be taken down to the same height as the tennis court fence and thinned as 	<p>All</p> <p>Cllr Jenkins/ Dangerfield</p> <p>Cllr Jenkins/ Clerk</p>

<p>much as possible. RJ/GD to follow up with contractor and move work forward.</p> <ul style="list-style-type: none"> • Neighbourhood Plan update: The following report was received from Andrew Scarth, chair of the N. Plan committee – <p>There has inevitably been not much activity on the NDP for the last two months and unfortunately we had to postpone indefinitely the village meeting that would have pushed forward the production of the plan considerably. We have, however, been gathering information from the CDC and other sources and have been writing a lot of the text particularly the background and historic material.</p> <p>I would also like to re-iterate the benefit of having an NDP in place. We would hope that it will influence the planning of new developments, but even if that is minor, the financial benefits for the village are considerable. There is land allocated for at least 28 houses in the current CDC local plan; if these are for example 200 square metres each - a not unreasonable assumption - the Community Infrastructure Levy will amount to a total of £448,000. If there is an NDP in place Down Ampney should receive £112,000: if there is no NDP in place Down Ampney will receive £2,800. The benefit to Down Ampney by having an NDP in place is enormous.</p> <p>I look forward to the continuing support of the Parish Council. Andrew Scarth</p> <ul style="list-style-type: none"> • Village information boards update: GC has contacted the company who print the boards but hasn't seen update following amendments put forward. GC to follow up as this needs to be finalised asap. 	<p>Cllr Cope</p>
<p>9. Correspondence</p> <ul style="list-style-type: none"> • RJ has received contact from Farmcare who are very unhappy about people wandering onto the airfield unauthorised. The farm manager has been verbally abused by walkers and cyclists while advising some who were in unauthorised areas. They have asked that villagers are advised they must keep to the designated footpaths. However it is accepted that it is unlikely to be villagers causing the problems. The police have included the area on their patrols. 	
<p>10. Meetings/Training Attended</p> <ul style="list-style-type: none"> • GT has attended an online webinar regarding climate change. There will be a chapter in the Neighbourhood Plan on Climate change. GT has several reports on climate change and can be circulated on request. • A meeting was held with the agent at Bidwells with RJ and GT in attendance. They will prepare a list of agreed works to be carried out in the village by Bidwells and an expected timetable for those works. 	<p>Cllr Tappern Cllr Jenkins/ Tappern</p>

The meeting closed at 8.20pm. A date for the next meeting would be reviewed taking into account changing Covid19 restrictions and guidance from the Government.	

Well, I hardly know where to start with this report. So much has changed in our daily lives, locally, nationally and indeed, internationally since we last met. Our entire narrative has changed perspective, with our focus on saving lives and battling Coronavirus as the central theme to our every action and activity.

We will all have our own individual stories and circumstances which have been thrown asunder, these will form our own “war stories’ for the future.

From a District Council point of view, the narrative which had been changing in nature from the mid-February and gathering pace from early March with the announcement of cases in Tetbury, really shifted gear shortly after our last meeting when central government began to advise working from home whenever possible and then, as with everyone else, the entry into lockdown on the 23rd March saw the end of “business as usual”.

Across the Publica group of councils 115 officers have been re-deployed to deal with the Covid 19 emergency and in reality, all staff are essentially dealing with life under the threat of Covid outbreaks, and the adjustments that have had to come into place in order to continue to function.

The first priority, and still is, has been to make sure that our residents’ lives are safeguarded. The Communities team immediately shifted focus and within 4 days had made contact with every town and parish council in the district to assess what resources they had and what help they might need. This work has continued with Jacqueline Wright in particular doing an outstanding job of liaising with the Gloucestershire Help Hub, all of our local volunteer groups and charities and ensuring that no-one in need falls through the net.

In order to further support these groups, a decision was made to use the remaining £35,000 from the Communities Activity Fund along with £50,000 of grant from Gloucestershire County Council. So far, Cotswolds Friends have received £10,000, The Churn Project £15,000, Citizens Advice Bureau £6,000 and Gloucestershire Deaf association £1,000. Cllr Jenny Forde and the Communities team are in close contact with these larger volunteer groups across the District to ensure their invaluable work can continue.

The volunteer response across the District has been quite amazing. For every person in need, there are 10 volunteers to provide that help. This is not going to be a sprint, but rather a marathon, so no doubt those volunteers will be required to help get through this long journey.

Protecting those most vulnerable in our communities has been at the forefront of everything we have been doing in the last couple of months. From helping the shielded community with accessing food and prescriptions, to making sure that isolation doesn’t also mean loneliness, many of you have been helping. Thank you.

We must continue in these efforts, as the crisis takes its toll and it is vitally important that we keep a lookout for those who might fall through the nets. There has been an increase in

Domestic Abuse, of mental health issues and families and individuals struggling to cope. If there is anyone you are concerned about in your community, please reach out to them, or contact the Help Hub for advice or to report it. This is a stressful time for many people for many reasons, but help is at hand if required.

Our Community Police Officers, headed by Inspector Simon Ellson have been fantastically supportive during this period. Endeavouring wherever possible to police by consent rather than by enforcement and their care for those they look after is humbling.

The District Council has also had a mammoth task of supporting local businesses who have been affected by the pandemic. At the end of March, the government announced a package of business grants to help small business through this difficult time. Cotswold District Council received £37.5 million of grants which it had to redistribute as quickly as possible. Some of this was easy as we had the details of these businesses on our database, but in some cases it was a matter of making sure the businesses knew about the grants, and then making sure forms were filled in and money sent out. We were hampered at the beginning of the process by a lack of software and the process took longer than anticipated which naturally caused concern amongst business owners. However, I am glad to say that as of last week we had paid 80% of those eligible for grants, some 2312 businesses out of a total of 2909, amounting to a total of £28.7 million.

Further grants announced last week will be distributed to local businesses. These will be more discretionary based, so will probably take slightly longer to process. If you know of anyone who may be eligible for support, please encourage them to get in touch.

The new waste service was launched on the 18th March which really couldn't have been a worse time to start an entirely new service. With everyone at home in lockdown and 20% of regular staff off sick or self –isolating, temporary crews covering and vast increases of all types of waste, the service has been tested beyond all imaginable limits. It has its teething problems, with food waste being a particular issue due to the high volumes of waste being presented, and a series of “regular” missed collections most frequently in small hamlets, causing a high volume of calls to customer services. These issues are being worked through, and after a 6 week suspension in order to focus on frontline services, I am pleased to say that the garden waste service will resume this week.

If there are any specific parish issues with waste collections, or questions, please contact me directly and I will endeavour to answer, or will ask Cllr Andy Doherty to look into matters. He has worked tirelessly throughout this period, with a daily update on missed collections and service status.

I understand that the waste service has caused issues, and in particular the lack of the garden waste collection has caused great anxiety within the Parish. I would like to thank everyone for their patience during this time, and would be happy to explain in more detail why the service could not be continued over this time.

All public meetings were cancelled as we went into lockdown, but Democratic Services are working hard to get meetings back in the calendar, albeit in virtual format. Planning Committee tests are happening now, with the plan to hold a full Planning Committee meeting in the 2nd week of June. A full Council meeting will be held on the 3rd June at 2pm.

As soon as I know more detail on how public participation in these meetings will be dealt with, I will let you know. I believe that at the very least, these meetings will be able to be viewed by the public.

Although there have been no formal, public Cabinet meetings, there have been cross party, multi senior officer Cabinet meetings held via video conference twice weekly since the beginning of April, so a proper degree of scrutiny and questioning has been maintained.

Cllr Joe Harris also fronts a "District Council Live" session every Tuesday afternoon with other council members, community leaders, and some pre-recorded sections as well as a live Q&A. These can be viewed via the Council's Facebook page or the Barn Theatre's Youtube channel. All previous sessions are available to view and if you have any questions, you can join in the live session at 3.30pm on Tuesday afternoons.

Every sector of Council activity has been affected by the pandemic, with some areas having to deal exclusively with the issues thrown up by Covid 19, and in others some limited business as usual carrying on after ensuring that the processes and procedures can be carried out safely.

The government made it clear from the outset that planning should try to continue as far as possible as normal, and the planning department at CDC have managed to process applications and carry out their work as much as possible working from home.

ERS and counter fraud have been busy, helping other departments with their skills as much as they can.

The Council's finances have been severely impacted by CV. The estimated loss of revenue for every month of lockdown plus associated costs, is £520k per month. With a minimum 3 month lockdown likely, the Council faces a £1.56 million shortfall.

To date, Cotswold District Council has received £942,000 from the £3.2billion pledged by central government to Local Authorities.

A recovery group has been formed to look at how the District Council moves on from this crisis and details will follow on that in the coming weeks and months, but I think it is fair to say, that in line with the national picture, the financial impact to the council is severe.

The news is not all bleak however!

This is an opportunity for us all to look at what "normal" was and to question it; to understand what worked and what didn't; to establish a new normal which benefits all and makes the Cotswolds and its wonderful villages and communities an even better place to live, work and visit.

This crisis has shown us what great community spirit exists in the Cotswolds, and where volunteer groups have sprung up, or existing groups have gone beyond what they thought possible, we have seen the rallying of groups and individuals to support those most in need. Community Resilience has become a buzzword, and we have it in spades in the

Cotswolds. We want to make sure that we harness this resource and make the most of it as we move forward.

Many people have had to reconfigure their lives to work from home, and whilst this has no doubt had its stresses, it has meant that our roads are quieter with car journeys down on average between 60-70%, our air has become cleaner and we have seen wildlife thriving in our villages and green spaces. There has been a national and international drive to “reclaim the streets” in our towns and cities, for walking and cycling to be safer and easier, so this is the time to challenge ourselves to really deliver on that vision.

Cotswold District Council has wanted to encourage and promote high value, low carbon jobs and this is the perfect opportunity to really maximise the potential for that. To that end, the recruitment of an officer to oversee this very important area has begun, using money already allocated in the budget.

As we continue to deal with Coronavirus, protecting lives, and as we look to the future, I hope to work closely with you to see that our communities survive, recover and flourish.

This is, of course, just an overview of what has been happening at your Council, if you have specific questions or concerns, please do not hesitate to get in touch with me.

Take care and stay safe.

Best wishes,

Lisa

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Tel: 01285 653405

APPENDIX B

CHAIRMAN'S REPORT FOR MAY 2020 PARISH COUNCIL MEETING.

In this difficult time it has been necessary to abandon formal face to face meetings and we are to attempt to hold a virtual Parish Council Meeting using Zoom media. I thank all Councillors prior to the event for being amenable to undertaking this task.

Due to the constraints placed upon us by the Government, in particular the 'lockdown' situation, much of the day to day work has had to be carried out by phone or email, but does not result in any practical and physical works being carried out in our parish. However, the Co-op did manage to clear a ditch adjacent to the Pheasantry that has alleviated flooding in that area.

Much time has been spent on trying to get the green waste issue reversed as many residents are hampered by an accumulation of material for which there is no home. I have circulated a response from Cllr Spivy which shows there is little or no chance of a reversal happening in the short term. Meanwhile fly tipping of cuttings has accelerated around the village.

DAPC undertook a 'door-drop' of a leaflet in the early stages of the Covid 19 Pandemic advising residents of how we need to be socially responsible and help both the vulnerable and aged. We intend to continue this with further drops of updates and contacts that will help if necessary. There have been a few people coming forward with requests and, hopefully, the leaflets provide some moral support to those in need.

Sanctuary Group have advised me that they intend to undertake some works at Broadway Farm to ensure that the planning consent is secure. These works will last a matter of a couple of days and should not affect anyone.

No structural works can start until the C 19 restrictions are relaxed.

Cllr Ray Jenkins

Planning applications:-

a). 19/03280/FUL. Additions to existing house at Cranleigh Church Lane Down Ampney.
Application refused by CDC but applicant has gone for appeal. Note that the Parish Council offered to meet up with applicant and CDC planning to discuss. Offer not taken up.

b). 20/00651/FUL | Single storey rear and side extension | 29 Linden Lea Down Ampney.
Application approved.

c). 20/01034/COMPLY | Compliance with Condition 13 (levels) of Permission 17/03826/REM

Parish Council commented that the slope of the existing land must be maintained to stop any surface flooding on the northern and eastern boundaries. Land is higher in the north and slopes very gently to the south. This has been commented on several times.

d). Compliance with conditions 5 (Material samples) & 11 (Finishes) of permission 17/03826/REM - Reserved Matters Application in conjunction with outline planning permission reference 15/01567/OUT for demolition of redundant buildings and redevelopment with up to 44 dwellings_

Parish Council has commented again that they do not wish to see red brick used on the development. We did believe that this has been agreed.

e). Wiltshire Council Planning application 20/01836/FUL

Site address:- Lake 97 Cotswold Water Park Latton Road Cerney Wick Wiltshire GL7 5QH

Proposed development:- Use of lake and lakeside for water recreational/leisure purposes and related activities. Erection of ancillary buildings and structures and associated works.

Objection from Down Ampney Parish Council.

Down Ampney Parish Council advises you that it strongly objects to the application to allow Jet Skiing as proposed above;

It does so on the grounds of;

1) Additional noise pollution; The local area suffers from extremely high noise levels created by the A 419 and the additional noise from jet skies, should consent be granted, will compound this to the detriment of mental well-being.

2) The additional traffic created, together with access and egress of trailer-ed vehicles, will become a source of danger.

3) Within the Water Park, powered boats have been restricted to the central area of the park where there exists a number of lakes dedicated to water skiing. We maintain that similar activities should be restricted to these areas where there is minimal domestic housing.

It is considered necessary to maintain a buffer zone between noisy activities and the proposed site is considered too close to settlements such as Latton, Down Ampney & Cerney Wick.

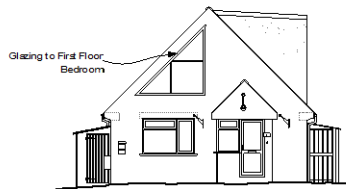
4) We fully support and endorse Latton & South Cerney PC's objections.

f). 20/01329/FUL | New chalet dormer roof to provide a loft conversion. New front door to side of dwelling | Fieldview Down Ampney Cirencester Gloucestershire GL7 5QW.

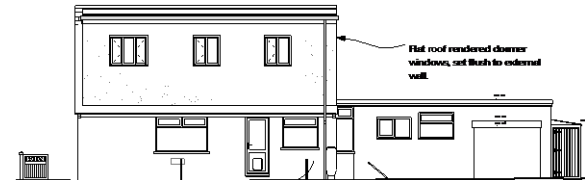
I've been to see this property from the outside, and have the following comments. Also attach two drawings.

- 1). The three windows in the large dormer overlook the house next door – Bakery House. There is no comment so far on the CDC web site from the owners of Bakery House.
- 2). In my opinion I would prefer tiles on the side of the dormer to blend in a little with the roof.
- 3). In my opinion I like the triangular glazing in south elevation.
- 4). The dormer will be seen from the road and from the drive to village hall/shop. Does not look nice but don't see what the owners can do to improve.

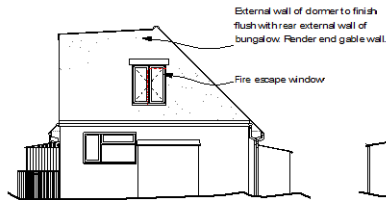
Discuss on Tues evening. Site visit and talk to Bakery House owners??



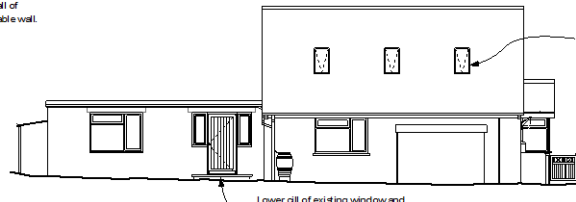
South Elevation



East Elevation



North Elevation



West Elevation

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File	Date	Description

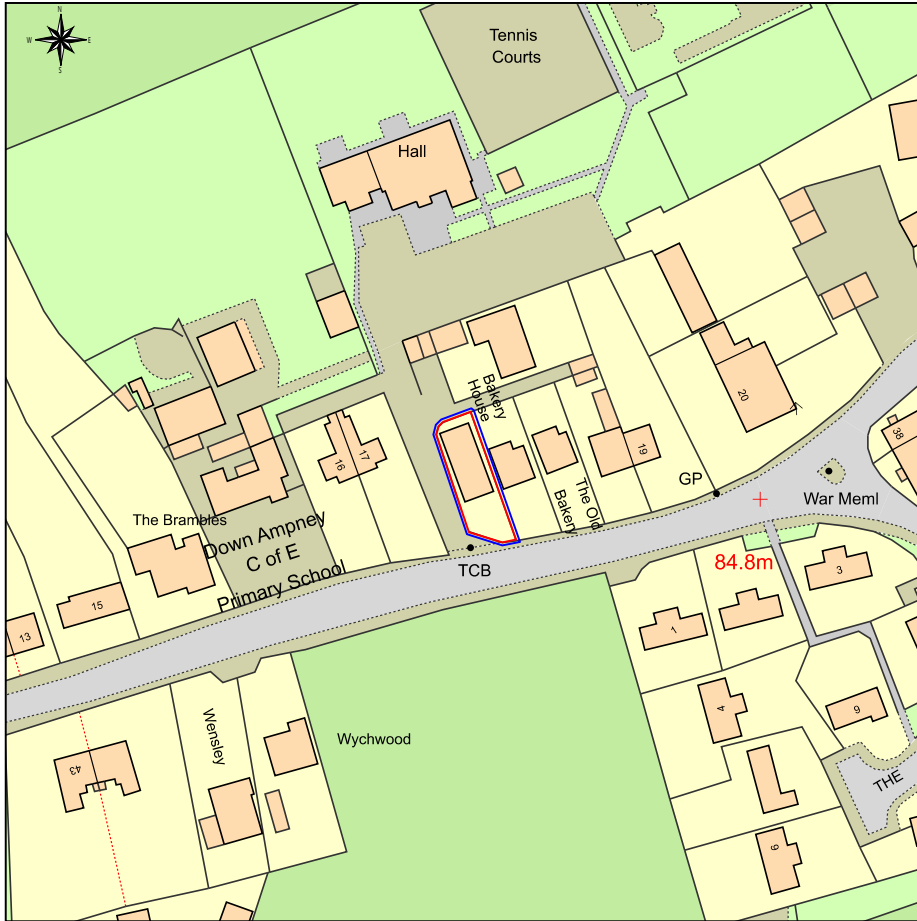
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Title		Proposed Elevations	
Project	Fieldview Down Ampney	Client	Mr & Mrs Jim Bloddy
Date	20/01/20	Scale	1:50 @ A3
Drawn	LMM	Checked	Stef.Austin
Checked	-	Number	2003-FUL02

PROPOSALS
ELEVATIONS Scale 1:50

Location Plan of GL7 5QW



This Plan includes the following Licensed Data: OS MasterMap Colour PDF Location Plan by the Ordnance Survey National Geographic Database and incorporating surveyed revision available at the date of production. Reproduction in whole or in part is prohibited without the prior permission of Ordnance Survey. The representation of a road, track or path is no evidence of a right of way. The representation of features, as lines is no evidence of a property boundary. © Crown copyright and database rights, 2020. Ordnance Survey 0100031673

0m 20m 40m 60m 80m 100m

Scale: 1:1250, paper size: A4

Key

- Owners Boundary
- Site Boundary



Prepared by: Lucia Milone, 08-04-2020

Neighbourhood Plan:-

The meeting with the village residents had to be cancelled owing to virus lockdown procedure. Video conference meeting held on 7th May to better understand some of the affordable housing issues. This will enable me to progress further on Affordable Housing section in the Neighbourhood Plan. Notes on this meeting will be available shortly. Further meeting to be held at a later date and with more people. NP progressing very slowly.

Principal Settlement:-

Down Ampney is considered in the CDC Local Plan 2011 – 2031 as a Principal Settlement. This is being challenged as we certainly now have a poor bus service and virtually no employment. A meeting with Councillor Harris et al to discuss this and other topics has been cancelled. Must try and set up this as a video meeting and to include the “right of the PC to see the Case Officer in any planning application”.

Geoff Tappern

Up-dated on 10th May

Playground/MUGA

a) Covid-19

Both areas have been closed due to Covid-19.

Paul Vince padlocked the MUGA which was unfortunately broken into and the padlock stolen. Paul has now padlocked both areas. I have the keys.

b) Vandalisation

I strongly recommend that the hedge between the tennis court and the MUGA/playground is taken down to 4ft.

This will give visibility to the areas, thereby deterring vandals from doing damage. Both areas are very 'hidden' from view. I believe the village hub will be improved by a low hedge.

c) The annual RoSPA inspection

Took place on 28 April 2020. Ann Higson and Karen Dangerfield accompanied the inspector.

The major concern was the state of the surface. It was found that 'Shrinkage/separation of the surface may give a trip hazard'. It was suggested that infill of soil would be a satisfactory interim solution until funding was found to re-surface the entire playground.

Other repairs to perform:

- Gate needs self-close (although not aggressively!) – very low risk
- Seat end missing on picnic table – low risk
- Rope on large Multiplay needs fixing – medium risk
- Some of the foot holds on the 'abseiling' wall need tightening – low risk

I suggested that we ask an 'at home' university student or 2 (distancing adhered to) to undertake the infilling with soil while the playground is closed. This was felt to be against Covid-19 restrictions and should wait until restrictions lifted.

I have asked Paul Vince if he could repair the MUGA picnic table and move to a better position.

We could also ask Paul to undertake the repair items above.

d) Routine Inspection Checklist

This will enable inspections (weekly/monthly) to be undertaken more easily.