

DOWN AMPNEY PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING
HELD AT DOWN AMPNEY VILLAGE HALL
TUESDAY 4th SEPTEMBER 2018, 7.30PM

Present : Cllrs Jenkins (RJ), Tappern (GT), Job (JJ), Cope (GC), Higson (AH) and Dangerfield (KD); Cllr Parsons - GCC (SP); Clerk – Gail Dillon. 4 members of public.

Apologies : Cllr Matthews (AM) Cllr Fowles – CDC (DF).

	Action
2. Minutes of last meeting: These were circulated and approved by the meeting.	
3. GCC Report SP confirmed there was nothing specific to report. RJ requested that in future if SP is unable to attend that he please submits a written report to the clerk prior to the meeting to be included in the minutes. GT raised the matter of the A419 resurfacing again. SP advised there may be an opportunity to lobby again when the consultation for the 'Missing Link' is opened.	Cllr Parsons
4. CDC Report No report received.	
5. Matters arising: <ul style="list-style-type: none">• <i>Highways:</i> RJ reported that most defects have now been dealt with. He understands that Sanctuary Group will be funding a large amount of work on the roads in the village for the Broadway Farm development.	
6. Chairmans Report Attached in Appendix A	
7. Planning <ul style="list-style-type: none">• GT report in Appendix B• <i>Broadway Farm:</i> RJ reported that CDC has offered Sanctuary Group a way forward in the redesign of the layout but we haven't heard anything further from Sanctuary as yet. There is a CDC planning committee hearing next week – GT to attend and discuss with DF in advance. GT confirmed that Thames Water study is to be concluded by the end of the year. JJ proposed letter to Thames Water pushing the point that the diameter of pipe going from the pumping station to Ampney St Peter is too small and needs to be upgraded. RJ/GT to draft and JJ to review before sending. GT also raised point that the compliance of application 17/05229 re 55 Down Ampney has not been signed off yet and is unsure whether there is an issue.	Cllr Jenkins/ Tappern /Job
8. Finance Report Attached in Appendix C	

9. Village Matters

- *Playground repairs/Health & Safety:* AH report attached in Appendix D. These were discussed at length and all agreed that the rubber matting needs repairing/replacing. AH meeting manufacturers on 12 Sept to discuss the options available to us. MUGA pitch repairs quote of c.£3500 was proposed by AH and seconded by JJ. All agreed to go ahead with the necessary repairs. AH to coordinate. Fencing repairs were also agreed by all. AH to coordinate.
- *Proposal for new signs/noticeboards:* Proposal attached at Appendix E. This was discussed at length. Artwork needs to be provided by DAPC – a member of the public suggested a local artist to assist with this – GC to make contact. SP confirmed that if any signs are sited on Highways land that permission to erect them must be obtained from Highways Agency. It was noted that any heading should be 'Down Ampney Parish' and not 'Down Ampney Parish Council'.

There has also been contact from a resident who has suggested having a sign in the village detailing names of houses and their location to assist delivery drivers in finding properties. All agreed this is a good idea and it should be taken forward.

Proposals have also been made regarding roofs for the noticeboards and whether doors should be placed on them as well, preferably with perspex rather than glass and without a key to enable parishioners to access the boards. These options to be looked at.

Two donations of £1500 each have been secured from Hills and Wellcome Trust. There is likely to be a shortfall in costs in the region of £5000. All agreed that this was acceptable.

- *Neighbourhood Plan:* GT has completed the application for Down Ampney to be a designated as a Neighbourhood Plan area. We need to provide a map and it was agreed that mapping software discussed previously would work well for this – GT to organise. Grants are available to cover the costs of producing the plan. SP confirmed that planning inspectors are starting to take notice of N. Plans. RJ then opened to comments from the public. All were happy that this project was being undertaken. One suggested that there are consultants who can help with the process but they are unsure of the costs of this.
- *TPO plan and pathways report:* KD is in the process of preparing this but need addresses of the trees. JJ to provide. KD has asked villagers to report any footpath issues directly to her. RJ noted that Farmcare, via James Taylor, are going to update their footpath map. It was suggested that it would be a good idea for KD to meet with Mike Barton, Footpath Officer, along with RJ and GT.

Cllr Higson

Cllr Cope

Cllr Tappern

Cllr Job

Cllr
Dangerfield

<p>Path from Linden Lea to tennis courts is becoming increasingly broken up. RJ to write to Sanctuary Group to repair.</p> <p>Pavements on opposite side of road to the school are increasingly becoming an issue and was raised with SP who indicated he would try to allocate some of his funding to repair another section as he did previously.</p> <ul style="list-style-type: none"> • <i>Drone flying</i>: there seems to be more activity happening. RJ believed there was some requested activity to obtain information for the recent Vaughan Williams celebration. However GC believes there have been others. GC to draft something for newsletter 	<p>/Jenkins /Tappern Cllr Jenkins</p> <p>Cllr Parsons</p> <p>Cllr Cope</p>
<p>10. Correspondence</p>	
<p>11. Meetings/Training Attended</p> <ul style="list-style-type: none"> • Details of new courses offered by GAPTC to be circulated <p>Others matters raised:</p> <ul style="list-style-type: none"> • Shop volunteer problem – The sustainability of the shop is increasingly becoming a problem. AH has drafted a leaflet drop for the village looking for volunteers. All agreed it is in an increasing problem for all organisations within the village. RJ proposed a separate meeting for councillors to come up with some ideas before presenting something to the village. • The councillors all expressed their thanks to the organisers of the recent Vaughan Williams celebration event which had been a real success for the village. • A member of the public requested that a gift register be shown on the website. Clerk to action. 	<p>Clerk</p> <p>Clerk</p>
<p>The meeting closed at 9.30pm.</p>	
<p>The next meeting will be held on Tuesday 6th November at 7.30pm in the Wynne Room.</p>	

Since the last meeting little has happened other than furthering matters with CDC and Sanctuary.

Cllr Fowles had a meeting with Dr Gore at CDC and, as a result, it may have facilitated a way forward that Sanctuary may wish to pursue.

A meeting was held with Sanctuary to discuss their proposals but there was a sense of reticence by Mr. Mullins to further consider any alterations to their scheme- until it was explained that there was a method by which they could make 'variations' to the consent without incurring a further planning application nor additional costs.

At this stage, Mr. Mullins gave a view that he would re-consult with his team and return later with a final verdict on whether or not they would be prepared to make such alterations in line with the village views.

Both David Fowles and I felt that there was a thawing of attitudes by Mr. Mullins and that we may just succeed in achieving our goal.

However, there is no guarantee that this will happen.

Letters have been passed between our local MP and Ward member in connection with the approach made by CDC planners and the response made by Dr Gore to Sir Geoffrey's letter. Your chairman has requested a meeting with CDC's chairman to discuss these issues and require an apology for their mishandling of the Broadway Farm application.

Thames Water have been carrying out a full survey of sewage lines throughout the village in connection with the 'compliance' application by Sanctuary.

I have expressed interest in a new method of speed awareness within the village.

There is a new radio /radar camera on the market that has proven successful at Rodborough in catching perpetrators exceeding the speed limit and has the ability to send, in real time, information to the police upon which they can act.

However, as it is NOT a Home Office approved unit, it would mean that the police can only write to the person - unless they persistently offend. In which case they can invoke a statute of law to remove the car from them. However, this unit comes at a cost of £10, 000 + running costs.

I am afraid that there is no means of obtaining grants and would need to raise money by sponsorship or donation.

Ray Jenkins

Planning:-

For up-date on Broadway Farm see Chairman's and District Councillor's report.

1). Erection of sign

Poulton Hill Vineyard Down Ampney Cirencester Gloucestershire GL7 5JA
Ref. No: 18/00999/ADV | Validated: Fri 16 Mar 2018 | Status: Decided - Permit
No objections from Parish Council.

2). Compliance with conditions 7 (Foul drainage strategy), 8 (scheme of drainage), 9 (scheme for surface water attenuation), and 19 (programme of archaeological workpart) of permission ref 15/01567//OUT (Demolition of redundant buildings and redevelopment with up to 44 dwellings (all matters reserved except access)).

Ref No: 18/02840/COMPLY. Validated: Thu 09 Aug 2018. Status: Awaiting decision.

Thames Water to carry out study of capacity within the village, pumping station and to ???

Surface water proposal accepted by Gloucestershire Council Highways.

3). Compliance with conditions 2 (samples), 3 (sample panel), 5 (design details) and 6 (window/door colour) of application 17/03755/REM - Erection of 2 dwellings with detached garages and associated infrastructure

55 Down Ampney Cirencester Gloucestershire GL7 5QW

Ref. No: 18/00847/COMPLY | Validated: Thu 22 Mar 2018 | Status: Decided

This application was not put on the CDC Planning web site until after it was decided. Compliance applications do not require comments from the public or Parish Councils.

The decision for rosemary roof tiles is not what the Parish Council wanted. CDC Planning have still not agreed that the Parish Council has the right to see the Case Officer. Discussions will continue and the opinions of other Parish/Town Councils will be obtained.

4). External alterations and refurbishment of Preschool Portacabin

Down Ampney Preschool Portacabin Down Ampney Primary School Down Ampney Cirencester Gloucestershire GL7 5QR

Ref. No: 18/00833/FUL | Validated: Sat 12 May 2018 | Status: Decided – Permit

No objections from Parish Council.

Down Ampney Parish Council

APPENDIX C

Income and Expenditure Report

For the period ended 02/11/2018

		2018/19 Budget	2018/19 Actual to date	2017/18 Actual
<u>INCOME</u>				
Precept		18,000	18,000	17,500
Grants rec'd	Re Transparency Fund		0	2,545
Licence receipts		100	25	0
Prizes won				
Donations			1,500	
Interest			0	69
TOTAL INCOME		18,100	19,525	20,114

EXPENDITURE

ADMINISTRATION

Clerk Honorarium & Expenses		2,500	1,875	2,500
Subscriptions/Memberships		200	0	287
Website costs		500	750	911
Insurance		2,000	569	1,779
Village Hall Hire		200	12	194
Auditors Fee		100	200	100
Printing, Postage & Stationery		50	67	75
Expenses/travel				
Training		150	170	5
		5,700	3,643	5,851

DONATIONS/GIFTS

British Legion		60	0	60
Glos Playing Fields Association		50		
Citizens Advice/Youth Club				
<u>Others:</u>		200		

Community assets		310	0	60
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GRASS CUTTING and GRAVEL LAYING

Gravel laying at Village Hall

Contractor	Grasscutting	7,000	5,500	6,675
	Additional requests			
	Hedgecutting	400	340	372
		<u>7,400</u>	<u>5,840</u>	<u>7,047</u>

OTHER PAYMENTS

Neighbourhood Plan costs			64	
ROSPA	90		81	81
Other expenses				
Village Planting	0			
Defibrillator annual fee/Costs	400		243	670
Village assets				2,000
Repairs & Maintenance	3,500		7,312	3,052
	<u>3,990</u>		<u>7,699</u>	<u>5,803</u>

TOTAL PAYMENTS

<u>17,400</u>	<u>17,182</u>	<u>18,761</u>
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SURPLUS FOR THE YEAR

<u>700</u>	<u>2,343</u>	<u>1,353</u>
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Known committed significant income/costs to end of financial year:

GAPTC membership			-180
Room hire			-180
Poppy wreaths			-60
Clerk	812.5	2	-1,625
Grasscutting	500	2	-1,000
Signs ordered			-6,100
Expected contribution towards signs			<u>1,500</u>

EXPECTED SURPLUS FOR YEAR TO 31-MAR-2019**-5,302****Bank Balances as at****02/11/2018**

Current account	10,232.98
Deposit account	22,392.10
Total at Bank	<u><u>32,625.08</u></u>

Expected bank balance at 31/03/18 with all known commitments

22,206

VAT to be Reclaimed for current year

1,771

Amounts allocated:

Donations agreed -	Churchyard extension	3,000
	Little Explorers	500
Transparency Fund balance		1,045
		<u>4,545</u>

1. MUGA

Following a visit from Courtsall Services Ltd (the company who built the games area) a quotation has now been received (attached).

The quote is broken down in to 3: a) Rejuvenation of surface, b) repair where necessary boards/bolts and c) supply and install new basketball backboards, rings and nets.

If we had all 3 done at the same time the cost of b) would be a 1/3 of the price given and c) ½ of the price given.

Therefore, the costs would be £2680, £200 and £490 + VAT

Rejuvenation of the surface (if done within the year) would give us approx. another 8 years.

Bench needs arms – CM to visit the sawmills on the road to Stroud.

2. Children's play area

Unfortunately, the company who built the playground are unable to visit until 12 September.

Weed spraying has been undertaken by Pete.

It would be useful for a handyman to undertake small repairs (gate fixing, bramble removal etc).

3. Training

a) How to be a better Councillor training day organised for 6 September

b) H & S training to be arranged

PROPOSAL FOR VILLAGE SIGNS & NOTICE BOARDS

APPENDIX E

Following July's PC meeting, I took an action to follow up on additional funding, location of boards and signs including quantities and costs. I am now pleased to submit within this document

details to move DAPC to decide on the following:

Village Information Signs

Quantity: 3

Locations: Village Hall, Church and Duke's Field.

Type: Oak (See picture below)

Cost: £1,035.00 + VAT (excluding erection) Per Board. Guarantee on Artwork 5 Years.

Notice Boards – 2 Options

Type: 1000 Dual Door (Holds 18 A4 Paper)

Quantity: 2

Locations: Replace Existing Notice Boards

Cost: £1,088.00 + VAT Per Board (excluding erection and Delivery)

Type: OAK Dual Door (Holds 18 A4 Paper)

Quantity: 2

Locations: Replace Existing Notice Boards

Cost: £2,075.00 + VAT Per Board (excluding erection and Delivery)

Recommendation for Notice Boards

Select option 2 in OAK.

Costs

Total Costs for Information Signs and Village Boards: £7,255.00 + VAT.

Disposal and Erection of New Notice Boards: £300 + VAT (Total for 2)

Erection of Village Signs: £300 + VAT. (Total for 3)

Delivery: £200-300.00 + VAT

Total Cost: £8,155.00 + VAT

Funding: £3,000.00

Shortfall: £5,155.00 Excludes VAT.

We must provide all artwork for the information boards otherwise there will be additional costs of

£1,000.00 + VAT for the 3 boards.

Recommendation

I propose that we proceed to purchase and install these units and seek approval.