

Kingscote Parish Council

Kingscote Parish Council Meeting

7.30pm, Tuesday 10th September 2024 at Kingscote Village Hall.

Draft Minutes

Present – Councillors, T Wooldridge (Chair), B Calland (Vice-Chair), R Gale, S Tattersall, S Teague.
District Councillors T. Slater, Clerk S. Hale

Meeting commenced at 7.33pm

- 24.70 No apologies for absence.
24.71 No declarations of interests for agenda items.
24.72 Council resolved to approve the minutes of the meeting on 9th July 2024.
24.73 No members of the public were present.
24.74 No report from County Councillor S. Hirst.
24.75 September report from District Councillor T. Slater has been circulated and published. Discussion took place about changes to planning which are detailed in Cllr Slater's report. This appears to have sped up the planning application process although enforcement is still under-resourced.

Finance

- 24.76 Council noted that the Notice of Exercising Electors Rights was published on 15th May and ran from 3rd June to 12th July 2024 inclusive. No requests were received.
24.77 Council noted the acceptance of the BBBF grant for £1,200.00 for village hall floor work and this has been paid to the parish council bank account. There is a 12 months' time deadline for expenditure. Council must instruct the work.
24.78 Council noted the bank reconciliation and internal controls process

Bank Reconciliation - 4th September 2024	
Lloyds balance - 1st April 2024	<u>£14,241.77</u>
Cashbook	
Total income	£5,263.86
Total expenditure	£3,949.89
Balance	<u>£15,555.74</u>
Lloyds Accounts	
Lloyds Treasurers Account	£7,776.24
Lloyds Instant Saver Account	£7,779.50
Balance	<u>£15,555.74</u>

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- 24.79 Council resolved to authorise parking reimbursement to the clerk for £3.50 at Gloucester Archive Hub.
- 24.80 Council noted the following receipts & also ratified the following payments since the last meeting including a VAT reclaim for £128.04 for 2023/24 financial year and urgent battery replacement for the clerk's laptop.

Date	Receipt	Amount
05/07/2024	VAT126 reclaim from HMRC	£128.04
09/07/2024	Gross interest	£8.02
09/08/2024	Gross interest	£7.69
23/08/2024	BBBF grant for village hall flooring	£1,200.00

Date	Payment	Net	VAT	Gross
05/07/2024	PATA Payroll for 4th quarter	£16.85	£0.00	£16.85
	Clerk Q1 pay			
08/07/2024	HMRC PAYE Q1			
16/07/2024	Fasthosts webhosting - Kingscoteonline	£5.00	£1.00	£6.00
29/07/2024	Amazon - replacement laptop battery	£21.52	£4.30	£25.82
16/08/2024	Fasthosts webhosting - Kingscoteonline	£5.00	£1.00	£6.00
19/08/2024	Fasthosts domain name renewal - Kingscoteonline	£11.99	£2.40	£14.39

Policies and Procedures

- 24.81 Council reviewed and readopted Standing Orders.
- 24.82 Council reviewed and readopted the Risk Management Statement.
- 24.83 Council considered and adopted the new Financial Regulations based on NALC Model Financial Regulations 2024.
- 24.84 Council considered and agreed the statement of effectiveness of the internal audit and internal controls.
- 24.85 Council noted the Pension Regulator redeclaration of compliance has been submitted as required.
- 24.86 Council reviewed and readopted the Winter Plan.

Planning – council considered all applications

- 24.87 Reference 24/02578/TCONR
 Alternative Reference PP-13314300
 Validated Mon 02 Sep 2024
 Post Box 11M From 15 On Windmill Lane 11 Kingscote GL8 8XY
 1. Burgundy Maple in corner of our garden next to our garden wall and our shed. It faces out onto an open field. Reduce by up to 1/2 the crown.
 2. Ornamental Cherry next to garden wall and also facing out onto open field. Reduce by 1/3 - 1/2 the crown.
 Both works will allow more light into our garden and sunlight onto the house itself
 Status Awaiting decision
- 24.88 Reference 24/02446/FUL

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Validated Fri 30 Aug 2024

Ashcroft Farm, Ashcroft Road, Bagpath, Kingscote. GL8 8YF

Regularise alignment of domestic curtilage associated with Ashcroft Farm (part retrospective)

Status Awaiting decision

- 24.89 Reference 24/02294/TCONR
Validated Wed 07 Aug 2024
Postbox 11M From 15 15 Windmill Lane Kingscote GL8 8XY
1. Burgundy Maple in corner of our garden next to our garden wall and our shed. It faces out onto an open field. Reduce by up to 1/2 the crown
2. Ornamental Cherry next to garden wall and also facing out onto open field.
Reduce by 1/3 - 1/2 the crown
Status Awaiting decision
- 24.90 Reference 24/02091/FUL
Validated Mon 22 Jul 2024
22 Kingscote Tetbury Gloucestershire GL8 8XY
Single storey extension to garage building to form home office
Status Awaiting decision
- 24.91 Reference 24/01616/FUL
Validated Fri 28 Jun 2024
Scrubbets, Bagpath, Tetbury, GL8 8YG
Change of use of land from agricultural to residential and conversion and extension of existing barns to form 1. no dwelling house and annex.
Status Awaiting decision
- 24.92 Reference 24/01391/FUL
Validated Tue 28 May 2024
Homewood, Kingscote. GL8 8XY
Erection of rear single storey extension and porch
Status 11th July 2024 – application permitted
- 24.93 Reference 24/01696/SPANOT
Validated Tue 25 Jun 2024
Hill Barns, Binley Farm, Boxwood Close, Kingscote.
Prior approval for the installation of rooftop Solar PV Panels onto south facing pitched roof of a farm building
Status Decided – No objection
- 24.94 The Hayloft – report of potential planning breach – update by the clerk. This matter is being actively investigated by CDC Planning Enforcement. We should have a full update for the next meeting.

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24.95 Jandacott –Certificate of Lawfulness application has been permitted by CDC. The Clerk has been provided with the details regarding apparent non-compliance with previous planning permission conditions at this location. The Clerk was tasked to submit a breach report for CDC Planning Department consideration.

Highways

- 24.96 New salt bins for the village hall and war memorial have finally arrived.
- 24.97 The broken signpost at Barnhill Lane has been reported and will be replaced as part of GCC works in this financial year.
- 24.98 Numerous deficiencies at Hazelcote Lane were identified and reported to Highways following parishioner correspondence. All areas which Highways deemed as needing urgent action have been repaired although councillors do not feel that a satisfactory job has been done. Clerk to highlight outstanding repairs with the GCC Highways manager.
- 24.99 Highways have been supplied with details of salt bin and pile locations, and state of fill review throughout the parish prior to their autumn fill. New half barrels have been requested at 2 locations
- Road to Bagpath Court Barns – (///jeering.hires.lucky)
 - Near Vipers Lane – (///simple.composts.shapes)
- 24.100 Over-hanging trees obstructing the highway at Bagpath were reported to Highways on 13th July 2024. An inspection has been undertaken by Highways and low branches trimmed. They said they could not do the higher ones which is unacceptable. Clerk to raise with GCC Highways manager.
- 24.101 Council noted that footpath NKS39 routing and a corresponding broken sign has been reported to the PROW Dept at Highways. The Volunteer Footpath Warden was also made aware and undertook appropriate action within 24 hours. The sign has been reinstated and it is in the correct location. NFA.
- 24.102 Council noted an overgrown hedge leaning into Hunters Hall Lane has been reported to GCC by the clerk and has been trimmed at a lower level but not up higher. Clerk will report through Fixmystreet. Duplicate in error

Other matters

- 24.103 Council noted the Village Hall update from Cllr. Wooldridge. The Charity Commission have accepted the 2009 Village Hall Constitution document. VH Committee is meeting this evening to discuss matters, including about liabilities of trustees and indemnity insurance. Council agreed to pay £35 for a model document from GRCC. Clerk to research the legal position if the parish council wanted to issue an annual grant for VH insurance.
- 24.104 Council noted that the clerk has reported through the CDC facility, the long-term vacant property, Keepers Cottage adjacent to Hunters Hall.
- 24.105 Council noted that as instructed, the clerk has submitted a letter of support for the efforts of the Nympsfield Community Pub Group.
- 24.106 Councillors agreed upon an 'asset management' day. – Weeding the war memorial, bus shelter, phone box, etc. Cllr. Wooldridge to arrange in November.
- 24.107 Council agreed to remind households to review their emergency plans and an update to the plan as amended by Cllr. Wooldridge. Cllr. Wooldridge will include this in his

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next Forerunner article and the parish council website has an emergency planning page.

24.108 **Matters arising (no decisions can be made on such matters).**

Vipers lane gated public highway at Newington now has misleading unofficial speed limit signs, and CCTV camera warning signs. Clerk will seek advice from GCC Highways Manager regarding legality.

HugoFox are going through accreditation to issue and host **.gov.uk** domain names which they are going to provide free of charge for all website packages.

24.109 **Next Meeting** (second Tuesday, every other month)

7.30pm, Tuesday 12th November 2024

Meeting concluded 9.08pm

DRAFT