

# KEMPSFORD PARISH COUNCIL

Clerk: Teresa Griffin, Winterwood, Whelford, Fairford, Glos. GL7 4EB

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## To all Parish Councillors

Members are reminded that the council has a general duty to consider the following matters in the exercise of any of its functions: Equal opportunities (race, gender, sexual orientation, marital status, religion and any disability), Crime and Disorder, Health and Safety, and Human Rights.

D R A F T

Minutes from the Parish Council Meeting of Monday 20<sup>th</sup> April 2026

Present:

Cllr Stephen Andrews (Chair)  
Cllr Karen Saunders  
Cllr Debbie Watson  
Cllr Sarah Newman  
Cllr John O'Connell  
Cllr Steve Bruton

CD Cllr Tristan Wilkinson  
Teresa Griffin (KPC Clerk)

Member of the public: -  
Helen Cheese-Probert  
Adam & Jo Northen  
Ruth Gray  
Roger Newman  
Carl Elliot

1. **Apologies:** Cllr Christine Nugent, GC Cllr Dom Morris and CD Cllr Helene Mansilla
2. **Minutes:** Minutes of the Parish Council Meeting held on 16<sup>th</sup> March 2026 were approved.
3. **Disclosure of member's interests:** Cllr Sarah Newman declared a pecuniary interest in Planning Items relating to Willow Farm, Kempsford and left the room during Parishioners and Councillors discussion on these items.
4. **Dispensation requests:** None
5. **Matters Arising:** None
6. **Questions/comments from members of the public:**
  - *It is good to hear of the dialogue happening regarding the impact of recent RAF Fairford activities. There is an immediate impact of traffic and health and safety, but also the longer impact of verges destroyed due to senseless parking. Tristan Wilkinson advised that it is a site of global interest and we can't stop people coming, but we can try to work with it to the best of our advantage. Stephen Andrews expressed the importance of learning from this experience of traffic, parking and anti-social behaviour for the future.*
  - *The yellow lines around Dunfield have recently been repainted. Would it not be simpler and cheaper in the future to just put out cones? Stephen Andrews advised that this is something that can be discussed with the relevant authority but it is based on it being enforceable under legislation.*

Sarah Newman left the meeting.

Questions/comments concerning Willow Farm Planning Applications –

- a) 26/00919/OPANOT – Temporary recreational campsite
  - *We farm between the river and the back of Willow Farm where the campsite is proposed. Historically, there has been a thick natural hedge boundary between the parcels of land which was removed by the owner of Willow Farm last year. Small whips have been replanted this year, which if survive, will take decades to match what was there. The removal has been very detrimental to wildlife that used this corridor. The proposed camping, with associated noise and disturbance, will further impact wildlife.*
  - *The two previous applications for housing next to the campsite, one of which is still undecided, considered the village green and conservation area and how it can be protected. Camping would result in more traffic, albeit for a period of 60 days, through the conservation area and in very close proximity to the houses around the green using the entrance to the highway through a very narrow point. My concerns are the noise, traffic and erosion of the heritage asset which is the 'green' and conservation area. I would like to know what is proposed to protect the residents and the conservation area. The existing permission for the shepherds' huts made it very clear that there should be no additional camping in any form.*

- *One of the highlights of Kempford is the wildlife coming up from the river and more activity will destroy this. I am concerned about the access and the impact on my neighbours having vehicles within a couple of meters of their properties constantly throughout the day for 60 days a year. The approach previously has been vegetation clearance before applications are submitted and I am concerned that this is happening again.*
- *Traffic and access are a concern to many in the village, which have been identified by Highways in their response to the housing planning applications. Access requires the use of a track within the conservation area which is already eroding following activity last year. The track runs alongside our property and was never designed for this type of usage. We are concerned about privacy, noise disturbance, waste management and ecology. The access point is unsuitable for fire engines raising fire and safety concerns.*
- *I am concerned about the waste management and toilets for 60 days of up to 50 plots.*

The Chair thanked everyone for their comments and advised it is important to submit concerns through the planning portal.

There is however, a difficulty with the part of the legislation under which the application has been made, which is not as a general planning application. It assumes certain permitted development rights, which, if the objections are to have meaning, will have to be in very few areas. The legislation is limited in what it considers. This means unfortunately, that things like conservation areas are not a consideration.

Comments from the applicant –

*Planning consideration is such that it is presumed you have permission under general permitted development rights and if the planners do not respond within 56 days it is automatically passed. I believe the determination date is sometime after the 29<sup>th</sup> April. Last year I did apply to the District Council and they gave me consent without the necessary paperwork submitted.*

End of public comment time.

Parish Councillors considered and discussed both applications with decisions as listed below.

Sarah Newman re-joined the meeting.

7. **County Councillor’s Report** – Not present.

8. **Local District Councillor’s Report** – Cllr Tristan Wilkinson reported –

- Local Government Reorganisation – Based on Government decisions so far, there is speculation that we may end up with an east/west split rather than a single unitary.
- Local Plan – Lots of parcels of land have now been submitted and it now looks like we are slightly closer to our target than we thought. There is much concern about the cumulative effect of development in this area and I have spoken to the relevant officers about ensuring they consider the infrastructure first. We are still on schedule for the Regulation 19 consultation.
- Activity at RAF Fairford – Some very strong opinions were aired at Fairford Town Council meeting last week, many of which were legitimate security concerns. Our MP Roz Savage is keen to chair a ‘Lessons Learnt’ meeting with the Base, agencies and interested parties. Stephen Andrews advised that based upon the recent meeting with the Base and surrounding councils, I would be a bit concerned that specific issues relating to Kempford may get lost. Debbie Watson advised that she has not received a response from Tristan or our MP regarding her letter to the Police Commissioner. Tristan requested it be resent for him to follow up.

9. **Planning, Policies & Licensing:**

Ref.	Location	Proposal	Decision
26/00919/OPANOT	Willow Farm, High St., Kempford	Prior Approval Notification – other for Prior notification of a temporary recreational campsite in Flood Zone 2	Objection due to – – Safety of access concerns

		or 3 under Schedule 2, Part 4, Class BC of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)	– Impact of listed building
26/01037/CLEUD	Willow Farm, High St., Kempford	Certificate of Lawful Existing Use or Development under Section 191 of the Town and Country Planning Act 1990 for use of an existing barn bedroom for occasional holiday accommodation, relying entirely on the existing shared welfare block serving the approved shepherd hut tourism use	No comment
24/03332/FUL	The Lakes Bar and Kitchen Claydon Pike	Retention of tented structure accommodating a restaurant visitor centre and standalone dog wash structure and the erection of a single storey clubhouse building with associated kitchen, plant and storage and other infrastructure, including hard and soft landscaping and parking – New information	Further comments to be submitted recommending conditions to be imposed to ensure the S106 obligations in respect of the Visitor Centre are met if permission granted
Temporary Road Closure – Special Event	Kempford High Street	Event: Kempford Village Fete Date: 12 <sup>th</sup> September 2026 Time: 10:30am to 17:00pm	No objection

10. Consultations: Gloucestershire Rights of Way Improvement Plan (ROWIP) – As the survey questions are aimed at individuals, it was agreed that a formal response will be compiled using the headings from the existing plan as a framework for our current views.

## 11. Kempford Parish Council

1. Annual Parish Meeting format and content – It was agreed that the Chairman’s Report is based around important topics for each of the areas of responsibility that we have as a Parish Council. An update on the Community Speed Watch Cameras to be given also.
2. Hazel View community facilities -
  - a) Land Transfer – Solicitor chased again last week. No response as yet.
  - b) Committee – John O’Connell to email school PE teacher about joining committee.
  - c) Fence – One quotation received and another one being prepared.
  - d) Signs - Examples of signage around Fairford was circulated and discussed.
  - e) GCC contribution towards maintenance – details of costs incurred to date have been forwarded to GCC. It was agreed that a meeting with GCC Dom Morris be arranged to discuss the future joint management.
3. RAF Fairford activity response –
  - ATTRO/Yellow Lines – Debbie Watson has been looking in to Anti-Terrorism Traffic Regulation Orders (ATTROs) and explained briefly how they work. It is something that can be implemented by Ministry of Defence Police (MDP). It is important to have someone from the MDP at any multi-agency meeting arranged.  
The priority is to get the yellow lines in place and enforceable, with some form of permit scheme.
  - Parking enforcement and anti-social behaviour – discussed in relation to organising a multi-agency meeting.
4. Parish Newsletter -That has been enquiries about accepting advertising. It was agreed that this would create more work. Lechlade produce ‘The Bridge’ magazine and it was agreed to look in to how this works. It can also be raised at the Annual Parish Meeting for feedback.
5. Updates from meetings attended and working groups –

- Kempsford Village Hall – minutes circulated by email.
- Debbie Watson attended a GRCC event about grants and fundraising, which was informative. Only the Clerk or a paid employee can apply on behalf of a parish council.
- Debbie Watson advised that she has registered to attend the Open Spaces Common Land and village green course, which is dependent on obtaining enough attendees.
- Stephen Andrews attended a meeting on the base with other neighbouring councils. It did highlight how the concerns about activities affect each community differently.

6. Residents reports to Councillors – None

## 12. Finance

1. The following bills paid between meetings were approved: -

002587	C Nugent (mileage exp's collecting newsletter)	£45.00
002588	Kinsey Premier Services (tree works)	£2,332.80 inc. VAT
002589	Whelford VH Trust (Hall rental 2025/26)	£60.00

The following bills were approved to be paid: -

002590	Countrywide Grounds (Apr grass mthly chg)	£332.50 inc. VAT
002591	M Dyball t/as Willow Gardening (Kemp. Grass)	£302.40 inc. VAT
002592	Glos. Assoc. of Local Councils (membership)	£358.18
002593	Busy Fingers Printing (Newsletter Printing)	£140.40
002594	T Griffin (wages & use of home)	£992.25
002595	HMRC (Emp'er NI)	£83.59
	Lloyds Bank (monthly service fee charges)	£7.75

Receipts since last meeting

Bank Interest	£27.33
Cotswold District Council Precept (1 <sup>st</sup> Instalment)	£23,719.00
HMRC (VAT reclaim 2025/26)	£2,907.51

2. Finance Reports – The monthly Finance Report consisting of bills to be paid, receipts received, bank reconciliation and income/expenditure vs budget was received and agreed.
3. Ear-marked reserves at the 31<sup>st</sup> March were approved.
4. The external auditors AGAR submission deadline and the period for exercise of public rights were noted. The Independent Auditor is in the process of carrying out the audit.
5. As per the Clerk's contract, the annual pay scale rises by one spinal point from the 1<sup>st</sup> April 2026. A letter confirming the increase to SCP31 has been given to the Clerk and implemented in this month's salary payment.

13. Clerks Report –

- Nothing to report

14. Correspondence –

- All correspondence received via email has been circulated.

15. To note date of next meeting – Monday 18<sup>th</sup> May 2026 at 7.00pm at Kempsford Village Hall

Copies:- Mrs Nugent, Mrs Saunders, Mr O'Connell, Mr Andrews, Mrs Watson, Mrs Newman, Mr Bruton, CD.Cllrs, C.Cllrs.

Meeting ended at 10.00pm

Appendix A

<b>Kempsford Parish Council - Attendance Report</b>		12 months to: Apr-26
<b>Name</b>	<b>Attendance</b>	<b>Attendance Percentage</b>
Dom Morris (GCC)	4/12	33%
Helene Mansilla (CDC)	2/12	17%
Tristan Wilkinson (CDC)	5/12	50%
John O'Connell (KPC - Vice Chair)	11/12	92%
Christine Nugent (KPC)	8/12	67%
Karen Saunders (KPC)	12/12	100%
Stephen Andrews (KPC)	12/12	100%
Debbie Watson (KPC)	12/12	100%
Sarah Newman (KPC) - joined Apr 26	1/1	100%
Steve Bruton (KPC) - joined Apr 26	1/1	100%