

KEMPSFORD PARISH COUNCIL

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

Tel: 07818626158 Email: clerk@kempsfordparishcouncil.gov.uk

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.

Minutes from the Parish Council Meeting of Monday 16th March 2026

Present:

Cllr Stephen Andrews (Chair)	Member of the public: -
Cllr Karen Saunders	Helen Cheese-Probert
Cllr Debbie Watson	Andy Lee
Cllr Christine Nugent	Mark Strange
Cllr John O'Connell	
CD Cllr Tristan Wilkinson	
Teresa Griffin (KPC Clerk)	

- Apologies:** GC Cllr Dom Morris and CD Cllr Helene Mansilla
- Minutes:** Minutes of the Parish Council Meeting held on 16th February 2026 were approved.
- Disclosure of member's interests:** None
- Dispensation requests:** None
- Matters Arising:** None
- Questions from members of the public:**
 - Mark Strange attended the recent Weymouth Trust meeting. I met the new temporary Head Teacher who will be in post until the end of the summer term. There are currently 75 pupils and capacity is 105. They are projecting 4 new pupils for the next school year. RIAT are providing support and the Beer Festival is donating £200.
The Clerk advised that the new Head Teacher has responded to the Annual Parish Meeting invitation and asked if it will be possible to join the meeting remotely. It was agreed to look in to this.
 - Andy Lee asked if there is a particular contact regarding potholes, rather than going through the GCC website? He was advised to report issues through Fix my Street.
- County Councillor's Report** – Not present.
- Local District Councillor's Report** – Cllr Tristan Wilkinson reported –
 - The Government made an announcement today about heating oil support, which is supposedly to be administered through the District Council.
 - I note that RIAT are holding two briefing sessions to outline the changes to traffic, parking etc. this year.
 - Karen Saunders advised that the Village Hall Committee are wanting to install a free-standing noticeboard within their land at the front of the hall. They are struggling with the planning process as to whether they need planning permission. Can you help? Tristan advised he will look in to it.
- Planning, Policies & Licensing:**

Ref.	Location	Proposal	Decision
GCC 26/0016/CWS73M	Former RAF Down Ampney Airfield & surrounding area	Variation of condition 16 (Proposed access) and 20 (Vehicle Access) relating to Planning Permission 21/0032/CWMAJM	No comment
CDC 26/00588/FUL	Stable Cottage, High Street, Kempsford	Full application for Erection of twin carport and greenhouse with associated works	No comment

CDC 26/00707/PROWOR	Lakes 103,103A & 104 London Road, Fairford	Public Path Diversion Order under 257 of the Town and Country Planning Act 1990	Object to the proposed route & request further information on the route around Lake 103A
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	Seek further clarification on the visitor centre aspect of outstanding S106, and as a minimum ensure the obligations of the Country Park are met by conditions.

10. Consultations: Gloucestershire's Local Government Reorganisation proposals – Stephen Andrews to draft a response based on the discussions last month for submission by the 26th March 2026.

There are changes planned to Gloucestershire NHS and the Integrated Care Board which may influence the proposals.

Discussion have also taken place on whether we should go back to the historical 'North' and 'South' Cotswolds, and 'East' and 'West' Forest of Dean. There would need to be a separate mechanism within this for town and parishes to work together.

11. Kempford Parish Council

1. Councillor Co-option – There has been three applications for two positions. One interview has taken place and the other two are being held tomorrow. A decision will be made after these.
2. To review System of internal control and Risk Assessment Schedule – the current policy has been amended in respect of IT storage and backup to ensure it is compatible with the new IT policy and was approved.
3. To review Community Emergency Plan – it was agreed to defer this until late spring/summer. The current situation in the area may also identify other issues to consider. Karen Saunders advised that there is an Emergency Box held at Kempford Village Hall which contains many out-of-date items. It was agreed to review this at the same time.
4. To review Asset Register – All assets checked except the generator held at The George and the Kempford speed radar gun (returned today).

Whelford play equipment – The ROSPA inspection carried out last year identified fraying ropes on the basket swing and suggested monitoring. They are continuing to deteriorate and a quote has been obtained for their replacement. The cost is £695 + VAT and it was resolved to order replacements as soon as possible. There is currently £500 unspent in this year's budget for play area maintenance and other ear-marked funds held. Following the winter weather, all equipment could do with being cleaned.

5. Parking issues arising from RAF Fairford operations – In 2023 a series of meetings were held with Glos. Highways, Parking, the Base and other interested parties to review the yellow lines. Most of them are 'No Waiting at all times' or 'No Waiting except for permit holders', and there is no permit issuing. This can be resolved as Gloucestershire Parking are able to issue or register people on a 'MiPermit' system. They were going to trial it at Cheltenham last year. We need to find out if this system worked and if so, look to implement it following consultation.

As part of this, we need to review where people park. There are some new areas such as Hazel View, Oakley Court and Stone Cross Place that were not part of the previous discussions, but where we have experienced spotters parking during this current operation. The chair circulated plans of the current parking restrictions. It was agreed that the following areas should be included in the restriction areas for future consultation–

- Hazel View
- Broadway Close
- Stone Cross Place
- Oakley Court
- Popes Court bend to the Mill at Whelford

- Washpool Lane from main road junction to sewerage station on the right side and end of site 16 on the left-hand side.

The recent experiences have also identified the need for an up-to-date contact list, which should form part of the emergency plan.

6. Updates from meetings attended and working groups –

- Kempsford Village Hall – minutes circulated by email. The committee would like additional space in the newsletter and asked if they could contribute towards the cost to secure the centre pages every month. The Clerk advised that we have to work in pages of four due to it being a folded A4 sheet. Karen to advise them of this and the costs.
- Stephen Andrews and Debbie Watson attended the Local Government Reorganisation Webinar. There is nothing new to report.
- Debbie Watson attended the Flood and Sewerage Working Group Meeting on Teams today. Thames Water have addressed the problems at Reevey. A camera has been put down the drain at the end of Tuckwell Road and is now clear. A new top has also been installed. There will be a relaxing of Grampian conditions for new developments. Richard Harrison from FTC raised the issue of weirs at Lakes 104, 103 and 103A.
- John O’Connell reported on the meeting with the school to discuss the usage and maintenance of the sports pitch. We also looked at what fencing is going to be required upon transfer. A quote was obtained last year but it was agreed that bow top fencing, as used around the school playground, may be more suitable. The Clerk to obtain 3 quotes. John O’Connell to write a piece clarifying usage of pitch and why dogs should not be allowed. Signs will need to be obtained in preparation for transfer.

7. Residents reports to Councillors –

- Debbie Watson reported the rubbish left at Dunfield to Zoey Peace at RAF Fairford and a couple of residents reported the usage of Ham Lane and cans left.
- The road is sinking again outside Kempsford House and the cones are still on the side. The Clerk to contact our Local Highways Manager.
- John O’Connell advised that he contacted Wiltshire Council about the poor condition of the C124. Their sections will be resurfaced in the autumn.
- A resident reported that contractors who cut a properties hedge in Ham Lane have fly-tipped the cuttings by the works compound on Hannington Road. Unfortunately, without evidence there is nothing we can do.
- Stephen Andrews advised that the tree works at the cemetery have not been done. A person told the tree surgeon to stop otherwise they would be reported to the Police due to peregrine falcons nesting in the Church tower. The checks had been done, including speaking to the Gloucester based group they advised on the nest box. Works will now be postponed until the autumn. The Churchwarden will write a piece for the next Newsletter advising of the delay.

12. Finance

1. The following bills were approved to be paid: -

002579	Busy Fingers Printing (Mar Newsletter)	£93.60
002580	Countrywide Grounds (Mar grass mthly chg)	£332.50 inc. VAT
002581	Viking Office UK Ltd (toner & stamps)	£164.57 inc. VAT
002582	Kinsey Premier Services (tree, hedge & fence works)	£3,844.60 inc. VAT
002583	T Griffin (Exp’s – SSE & postage)	£19.20 inc. VAT
002584	T Griffin (wages & use of home)	£969.30
002585	HMRC (Emp’er NI)	£80.14
002586	AutoSpeedWatch (data renewal for SWB ASW camera)	£214.80 inc. VAT
	Lloyds Bank (monthly service fee charges)	£7.75

Receipts since last meeting

Bank Interest £27.18

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.

13. Clerks Report –
- The grass cutting contractors for Kempsford have been in contact to ask if we wish to continue with them for this year’s grass-cutting season. It was agreed to continue for another year.
 - The tree works at the end of Holford Crescent/Ham Lane have been carried out. A resident of Holford Crescent has asked if the Cherry Tree can be reduced further due to blocking light in his garden. The arborist advised waiting until later in the year if we wish to have this done and will provide a quote.
 - The replacement ASW camera has been installed.
14. Correspondence –
- All correspondence received via email has been circulated.
15. To note date of next meeting – Monday 20th April 2026 at 7.00pm at Kempsford Village Hall
Copies:- Mrs Nugent, Mrs Saunders, Mr O’Connell, Mr Andrews, Mrs Watson, CD.Cllrs, C.Cllrs.
 Meeting ended at 9.20pm

Appendix A

Kempsford Parish Council - Attendance Report		12 months to: Mar-26
Name	Attendance	Attendance Percentage
Dom Morris (GCC)	4/12	33%
Helene Mansilla (CDC)	2/12	17%
Tristan Wilkinson (CDC)	5/12	42%
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%