

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 17th August 2026

Present:

Cllr Stephen Andrews (Chair)
Cllr Karen Saunders
Cllr Debbie Watson

Cllr Steve Bruton
Cllr Sarah Newman
Cllr John O'Connell

Teresa Griffin (KPC Clerk)

31. **Apologies:** GC Cllr Dom Morris, CD Cllrs Tristan Wilkinson and Helene Mansilla.
32. **Minutes:** Minutes of the Parish Council Meeting held on 27th July 2026 were approved.
33. **Disclosure of member's interests:** Cllr John O'Connell declared an interest in the matter of Byfield Planning Application under 'Residents reports to councillors' and did not take part in the discussion.
34. **Dispensation requests:** None
35. **Matters Arising:**
- Neighbourhood CIL for Local Infrastructure Projects – a meeting has been arranged with Fairford and Lechlade Councils on the 2nd September to discuss this.
 - Stephen Andrews advised that the matter of swans' wing clipping raised by a resident last month was reported to Cotswold District Council. Their response was that it should be reported to Gloucestershire Police Wildlife Crime Officer.
36. **Questions/comments from members of the public:** None
37. **County Councillor's Report** – Not present.
38. **Local District Councillor's Report** – Not present.
39. **Planning, Policies & Licensing:**
- Local Plan Regulation 19 Consultation: Stephen Andrews to attend the CDC event on Thursday 20th August. He raised a question at the last CDC full council meeting in context of noise from RAF Fairford, and the prospect of 1,600 houses being built within 2km of the other end of airfield. The response demonstrated that the issue was not understood.
40. **Consultations:** None, other than the Local Plan mentioned above.
41. **Kempsford Parish Council**
1. Impact of operations at RAF Fairford – Stephen Andrews advised that he has met with representatives from the Base. Following the meeting, a formal response has been received which states that the Base has asked the MoD for the JSP418 to be properly followed for the Base. Up until now it has been claimed that the Base is not fully operational, and as such the MoD have stated there has been no need for a military aviation noise contour map (MANCs). It was agreed that pressure should be put on our MP to continually press MoD. There is a need to clarify the status given that B1b's have been here for six months, plus the prospect of a Local Plan that will include sites in close proximity. A multi-agency meeting also needs to be arranged to discuss all the other impacts such as traffic, parking and waste. We are not aware of any response from the Secretary of State to our MP's last letter requesting that JSP 418 be followed. There is a Parish meeting tomorrow at Marston Meysey to agree representation on how they can work together with Kempford, Fairford and Down Ampney Councils. It was noted that the CND protest last weekend went ahead without any issues. There was a large Police presence.

2. Grass Cutting Contracts – The current contract for the Hazel View facilities is due for renewal on the 1st October. Previously, it was agreed that all grass-cutting contracts should be put out again for tender after this year's growing season. This may mean, depending on weather, that a couple of additional cuts for Hazel View may need to be arranged.
It was noted that the weeds are very noticeable as the grass around has dried up. Clerk to check if weed control is included in the current contract and if so, should they be treated now?
3. Updates from meetings attended and working groups –
 - Quarry visit by Steve Bruton and Sarah Newman – Both agreed the visit was really helpful. Steve advised that it would be really nice if the water body known as 'swan lake' could in the future be kept as a village feature/amenity.
 - Debbie Watson attended the MP's visit to Kempsford and briefly outlined the issues arising from the operations at RAF Fairford.
 - Karen Saunders reported on the last Village Hall Committee Meeting –
 - A good profit was made in July.
 - The football events went well.
 - Knead Bakery commission has been confirmed at 5%.
 - Line dancing resumes in September.
 - Future events include – Scalextrix, Race Night, Boardgame Cafe and Bingo.
 - New volunteers are needed for the Beer Festival.
 - A new company has enquired about using the Kitchen on a regular basis.
 - Drawings for a future new hall were presented.
 - There are some old photographs at The George which will be looked at to see if suitable for the hall.
 - They are considered turning the area at the back in to a French Boules Court.
 - Grass cutting has been suspended due to the weather.
 - A new WhatsApp group has been set up to advertise events.
 - Website upgrade – Steve Bruton advised that a staging website was received a few days ago. It is a significant improvement to the current website and has requested it be put through to the live website, after which he will undertake a content review.
3 examples of various sized councils which use this website design has been provided, which gives an overview and example of what we could do.
Kempsford Village Committee are really keen to link websites which will help to drive traffic.
Steve to look at redesigning new headers for official documents. Stephen Andrews to forward a scan of the Chairman's pendent to see if this is something that could be used.
4. Residents reports to Councillors –
 - Debbie Watson reported on the branches/vegetation that has been left on the area of green space just off Ham Lane by Maidencroft. It is on Stonewater land and I have emailed them today.
 - The drains on the High Street close to the Church are completely full of hay/straw following harvest. According to 'Fix my Street' it has been reported but states there are fixed dates when they will be emptied. Debbie to contact our District Councillors to find out when it is scheduled and emphasis the concern over flooding if heavy rainfall. Debbie to also check with Thames Water to find out if funding has been sought to repair the broken sewer at Wharf Lane.
 - The Clerk received an email enquiring about the length of time it is taking to determine the planning application for Byfield. It was agreed to forward the email to our District Councillors.

42. Finance

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

002623	M Dyball t/as Willow Gardening (Kemp. Grass)	£302.40 inc. VAT
002624	Barton Hyett Assoc. (felling dead tree)	£300.00 inc. VAT
002625	Countrywide Grounds (grass mthly charge)	£332.50 inc. VAT
002626	C Nugent (mileage exp's & card)	£45.25
002627	T Griffin (Exp's – SSE, cards, gift for CN, postage)	£56.66 inc. VAT
002628	Kempsford with Whelford PCC (tree works)	£2,500.00
002629	T Griffin (wages & use of home)	£992.25
002630	HMRC (Emp'ee NI)	£83.59
	Lloyds Bank (monthly service fee)	£9.25

Receipts since last meeting

Bank Interest

£32.04

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. Banking arrangement and signatories – Cllrs Steve Bruton and Sarah Newman have been added as signatories and for on-line banking. Remaining councillors to complete online banking update in order for online payments to be used.

43. Clerks Report –

- Karen Saunders inspected the books and financial records on the 30th July 2026. Everything is in order and the internal control check list was completed.

44. Correspondence – all correspondence received via email has been circulated and paper publications distributed.

45. To note date of next meeting – Monday 21st September 2026 at 7.00pm at Kempsford Village Hall

Copies:- Mrs Saunders, Mr O'Connell, Mr Andrews, Mrs Watson, Mrs Newman, Mr Bruton, CD.Cllrs, C.Cllrs.
Meeting ended at 9.10pm

Appendix A

Kempsford Parish Council - Attendance Report		12 months to: Aug-26
Name	Attendance	Attendance Percentage
Dom Morris (GCC)	5/12	42%
Helene Mansilla (CDC)	2/12	17%
Tristan Wilkinson (CDC)	5/12	42%
John O'Connell (KPC - Vice Chair)	10/12	83%
Karen Saunders (KPC)	12/12	100%
Stephen Andrews (KPC)	12/12	100%
Debbie Watson (KPC)	12/12	100%
Sarah Newman (KPC) - joined Apr 26	5/5	100%
Steve Bruton (KPC) - joined Apr 26	5/5	100%