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.

Minutes from the Parish Council Meeting of Monday 21st September 2026

Present:

Cllr Stephen Andrews (Chair)	Cllr Sarah Newman	Members of the public:-
Cllr Karen Saunders	Teresa Griffin (KPC Clerk)	Helen Cheese-Probert
Cllr Debbie Watson	GC Cllr Dom Morris	Ruth Gray
Cllr Steve Bruton	CD Cllr Tristan Wilkinson	Bruce Bodio
Cllr John O'Connell		

46. Apologies: Helene Mansilla

47. Minutes: Minutes of the Parish Council Meeting held on 17th August 2026 were approved.

48. Disclosure of member's interests: None.

49. Dispensation requests: None

50. Matters Arising:

51. **Questions/comments from members of the public:**

- Bruce Bodio introduced himself as the new British Legion Poppy Appeal Organiser for this area. If anyone requires any wreaths, please get in touch.
- In respect of the discussion on Local Plan Regulation 19, will this be considered in conjunction with the new National Planning Policy Framework (NPPF) that came in to force in August 2026? The Chair advised that in respect of the Local Plan consultation, we have been asked a specific set of questions and our response will be based upon these. When it comes to the NPPF, this will have to be taken in to account in respect of any planning applications.
- Have you had much interest from villagers as to what is proposed for Kempsford in the new Local Plan? The Chair advised that we have not.

52. County Councillor's Report – Cllr Dom Morris reported –

- I have been tracking some correspondence on blocked gullies. Debbie Watson explained that she had reported blocked drains to Gloucestershire Highways and advised of the 'leaf it out' where residents can clear the drains. In this circumstance, the blockage is below the drain covers and in areas susceptible to flooding. It was agreed to write to the Cabinet Member outlining the flood risk.
- Local Government Reorganisation – there has been significant time, energy and resources poured in to this only to be paused.
- I received a request for a safe footpath along the Whelford Road and will forward the email on to you.
- Has there been a reduction in noise issues surrounding the Base now that the B52s have gone? The Chair advised that it has calmed down a bit, but there are still B1's taking off in the night after spending the previous 4 hours checking their engines. Dunfield residents are particularly affected. I will be recontacting our MP again about the need for the Military Aviation Noise Contour Map (MANC) to be done, with the added implication for the new Local Plan. There is also a need to set up the multi-user agency meeting to discuss issues other than noise. Tristan Wilkinson will discuss with our MP.

53. Local District Councillor's Report – Cllr Tristan Wilkinson reported –

- I sit on the Oversight Board for the Local Plan and have explicitly asked officers to take in to consideration what happens if the noise contour plan makes the Local Plan effectively invalid. It is very much on their radar now.
  There is growing recognition that the consultants modelling of the pinch-point at the bottom of Fairford Market Place (3.4 meters between 2 listed buildings) is going to be a problem.
- Local Government Reorganisation – From what I am hearing, it is definitely a pause. CDC is about to change its waste fleet, which is our biggest capital expenditure, and this has been done in consultation with everyone else based on certain presumptions. There will be CDC elections in May.

- Proposed CIL application – Although there is no minimum match funding required, the more contributions would improve the score. It is important to break down any application in to realistic deliverable chunks that can be done in a relatively modest timeframe. It was agreed to arrange a meeting with Fairford and Lechlade Councils etc.

54. Planning, Policies & Licensing:

Ref:	Location	Proposal	Decision
26/02484/FUL	Whelford Pools Fishery	Full application for Variation of condition 2 (approved plans) of permission 24/00519/FUL to allow for amendment to site layout of northern accommodation units	No objection
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 [Update]	A draft Landscape and Ecological Management Plan (LEMP) is required that covers Coln Park and satisfies the S106 obligations.
25/02062/OUT	Lakes 103, 103A & 104, London Road, Fairford	Removal of condition 1 (commencement of development), 2 (reserved matters), 3 (commencement of development), 4 (building appearance) and vary conditions 5 (Site Landscaping), 6 (building heights), 7 (FRA), 14 (cycle storage), 18 (archaeological work), 19 (landscaping), 25 (illumination), 26 (noise control), 32 (height and location of buildings) & 34 (approved plans) of permission 09/00882/OUT [Update]	There are outstanding footpath issues that still need to be resolved.
25/02628/FUL	Land At Plot W.32 Reserve Edge Coln Waters	Proposed erection of two holiday homes [Update]	The plans do not recognise the Country Park footpath
26/00707/PROWOR	Lakes 103, 103A & 104 London Road Fairford	Public Path Diversion Order under Section 257 of the Town and Country Planning Act 1990 Application	Earlier objection comments to be followed up
26/02448/FUL	Bridgestone House, Kempsford	Erection of an octagonal greenhouse to side elevation of property [Confirmation]	No objection given that although immediately adjacent to the route of the old canal, it is not located on it

55. Consultations: Local Plan Regulation 19 consultation – Discussed in detail, particularly the proposed sites at Totterdown and behind The Knoll. Stephen Andrews to draw up a draft response. As part of drainage discussions for the proposed Totterdown Site, it is noted that RAF Fairford have been undertaking works close to the Dudgrove Brook culvert under the Whelford Road. The Clerk to write to the Community Relations Adviser expressing concern on the basis that works previously in 2007 directly caused flooding in Whelford.

56. Kempsford Parish Council

1. Parish Council logo – Steve Bruton produced a pack with various options outlining the elements to be included and what they mean to residents. It was agreed to adopt the first option and Steve to produce new header documents.
2. Parish Councillor vacancy and co-option – There has been an expression of interest. The deadline for applications is the 30th September. It was agreed that it would be helpful for any applicants to attend a Parish Council meeting as observers to understand the issues we get involved in. Agreement on the process for applicants will be circulated by email.
3. Review of contracts for Clerk and Maintenance Position –

- John O'Connell to meet/discuss with Clerk to review contract.
- Clerk to contact the Maintenance person to check he is happy to continue and if there are any other required changes. It was suggested that a contribution be paid towards the cost of recharging the speed sign batteries.

4. Updates from meetings attended and working groups –
   - Sarah Newman reported attending the School Governors meeting (notes to follow by email) and will be attending a Finance Meeting tomorrow.
   - Stephen Andrews and Debbie Watson attended the flood and water meeting earlier today. The main things to report are –
     - We now have a good hydrologist from the River Coln Restoration Group. He advised that Thames Water are effectively discharging without a license because of the way they had failed to do certain things. He is aware of some of the issues that could come regarding pollution.
     - Work is beginning on a proposal to solve where the River Coln breaks its bank, including costing and funding.
     - The newly dug channel linking the Dudgrove Lane ditch to Lake 127 has been done to aid other works to prevent flooding of the Old Dairy.
     - Bibury extraction application - is a concern for Thames water as it is very close to their public water supply and it is in a source Protection Zone.
   - Steve Bruton provided an update on the new website –
     - Parts of it have already gone live. A stripped back homepage and refreshed Newsletters
     - A new section for 'Report it' and 'Refuse' to help people self-serve.
     - Refreshed policies so they are within a navigable category.
     - A partial file reorganisation for older documents.
     - In progress and for the future -
       1. History section / image gallery
       2. Local attractions
       3. News / Noticeboards
       4. FAQ's
       5. Grants
       6. Speed awareness
       7. Parish Council responsibilities
       8. Gresham Wells Trust
     - How to Guide for the Clerk
     - The Kempsford Village Hall section build is in progress
   - Karen Saunders and the Clerk met with the Police, Southrop PC and representatives from Brize Norton and RAF Fairford to discuss speeding base related vehicles. We are not allowed to share vehicle details with RAF Fairford. Given the time it takes for letters to arrive from the Police to RAF Fairford, often personnel have been redeployed elsewhere.
   - Kempsford Village Hall – Karen Saunders to circulate notes by email.

5. Residents reports to Councillors –
   - Email from Dunfield resident about continued noise from RAF Fairford – covered off in item 52.
   - Question over Article 4 Directive for Willow Farm Campsite –Stephen Andrews advised that he has contacted CDC and this needs to be chased up.
   - Report of boulders being moved on Cross Tree Green and mowing – Stephen Andrews to make enquiries.
   - Branches from the tree on Wakefield Green are reaching in to the gardens on the adjacent bungalows. Clerk to get a tree surgeon to look at it.

57. Finance

1. The National Joint Council for Local Government Service (NJC) has announced new rates of pay applicable from 1 April 2026 to 31 March 2027, encouraging employers to implement this and back pay as soon as possible. The Clerk has been advised of the new rate and October salary adjusted accordingly, including back pay from April 2026.
2. The following bills paid between meetings were approved: -

002631	TEEC Ltd (website hosting, domain & planning tracker)	£227.99 inc. VAT

	Lloyds Bank (mthly service fees and charges)	£6.25
The following bills were approved to be paid: -		
002632	PKF Littlejohn LLP (external audit)	£252.00 inc. VAT
002633	Viking Office (stationery & stamps)	£140.87 inc. VAT
002634	Countrywide Grounds (grass mthly charge)	£332.50 inc. VAT
002635	Police & Crime Commiss. (ASW ltrs 1 Apr-30 Jun)	£120.40
002636	T Griffin (wages & use of home)	£1,177.00
002637	HMRC (Emp'er NI)	£122.40
002638	The Royal British Legion Poppy Appeal (wreath donation)	£100.00
002639	Busy Fingers Printing Ltd (Sept Newsletter)	£141.75
	Lloyds Bank (monthly service fee)	£9.25
Receipts since last meeting		
	Bank Interest	£27.54
	CDC Precept (2nd instalment)	£7,906.00

3. 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.
4. Proposed Election Costs – CDC have advised that the proposed election costs they previously circulated are inaccurate and will be reissuing shortly.
5. External Audit Report – It is noted that for 2026/27 we must answer 'No' to Assertion 4 of the Annual Governance Statement. This arose due to a delay in the Independent Audit being completed and the AGAR being approved at a formal meeting prior to the start of the period for the exercise of public rights. The Notice of Conclusion of Audit has been completed and published on the 11th September.

58. Clerks Report –

- Online Banking – additional forms for Stephen Andrews, Debbie Watson and John O'Connell need to be completed.
- Gloucestershire Highways Winter Preparation form has been completed and returned.

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

60. To note date of next meeting – Monday 19th October 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 10.20pm

Appendix A

Kempsford Parish Council - Attendance Report	12 months to:	Sep-26
Name	Attendance	Attendance Percentage
Dom Morris (GCC)	6/12	50%
Helene Mansilla (CDC)	1/12	8%
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	6/6	100%
Steve Bruton (KPC) - joined Apr 26	6/6	100%