AMPNEY CRUCIS PARISH COUNCIL

MINUTES OF THE MEETING OF THE ANNUAL PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON THURSDAY 14TH MAY

Present: Cllrs Lis Courtown, Jacky Leadbeater, Ross Leadbeater, Nick Wright, Clint Grimmer and Doug Benham
Presiding: Cllr Nick Wright
Clerk: Roz Morton
In attendance: 6 x MOP

No:	Item:
001 26/27	**To note apologies for absence** Cllr Spivey
002 26/27	**To note declarations of interest & gifts or hospitality given or rec'd** None
003 26/27	**To approve first business of the Annual Meeting of the Council**
3.1	**To elect Chair** It was resolved to elect a chair for the current meeting – Cllr Wright was proposed by Cllr J Leadbeater, seconded Cllr R Leadbeater, all in favour. Cllr Wright chaired the meeting. A vote of thanks was approved for Mrs Jan Mills for her tremendous efforts whilst on the Council.
3.2	**To elect Vice-Chair** Cllr J Leadbeater was proposed by Cllr Wright, seconded Cllr Courtown, all in favour.
3.3	**To appoint Parish Council representatives** Mrs Jan Mills was appointed as the PC representative on The Robert Pleydell Trust. Cllr Benham was appointed as the PC representative on The Village Hall.
004 26/27	**To approve minutes of the meeting held on 12th March 2026** It was RESOLVED to approve the Minutes of the meeting held on 12th March2026 as a true and accurate record of the meeting. Proposed Cllr R Leadbeater, seconded Cllr J Leadbeater, all in favour.
005 26/27	**Matters arising from the meeting held on 12th March 2026** **Update on chevron at Ampney Park entrance** – The Clerk reported that photographic evidence of the chevron in situ has been sent to Glos Highways with a request to reinstate the chevron.
	ACTION: Clerk to chase Glos Highways for a response.
	Update on Local Green Spaces No update is available, until the Local Plan Reg 19 is published.
006 26/27	**Matters arising from Annual Parish Meeting 14th May 2026**

Chairman _____ 14th May 2026

	The Parish Council was asked by English Rural to consider commissioning a Housing Need Survey in the village. It was agreed to add this to the Agenda in September once there is more information available on the development proposals in the CDC Local Plan.
007 26/27	**To receive reports from County and District Councillors** Cllr Spivey submitted a report that was circulated and will be filed with these Minutes. Cllr Wright noted that there is uncertainty around CDC's use of Grampian Conditions on applications, particularly concerning water and sewage, the effectiveness of the conditions and the willingness to impose them.
008 26/27	**To receive questions from the Public** The Council was asked whether it would send representatives to attend a planned MP surgery in the village, with particular reference to the development at Ampney Park. The date of the surgery is currently unknown. The Council agreed to keep an eye out for the publication of the date, and noted that any resident can attend. Until the date is known, no commitment to attend can be made.
009 26/27	**To agree councillors' responsibilities** Highways – Cllrs R Leadbeater & Grimmer Planning – all Councillors School Liaison – Cllr J Leadbeater Conservation Area Appraisal sub committee – Cllrs Wright & R Leadbeater and Ms Anastasia O'Brien
010 26/27	**To affirm eligibility for the Town Councils (General Power of Competence) (Prescribed Conditions) Order 2012** The Council meets the criteria and confirmed eligibility.
011 26/27	**To consider and agree to adopt the following policies:** **Standing Orders** **Financial Regulations** **Code of Conduct** It was RESOLVED to adopt the policies as presented. Proposed Cllr Wright seconded Cllr Benham, all in favour. **ACTION: Clerk to publish the updated policies on the website**
012 26/27	**Financial matters**
12.1	**To receive bank reconciliations year end 31.03.26** The bank reconciliations were received without comment.
12.2	**To formally adopt statement of accounts for year ending 31 March 2026.** It was RESOLVED to adopt the statement of accounts for year ending 31 March 2026. Proposed Cllr Wright seconded Cllr Benham, all in favour.
12.3	**To approve statement of accounts and expenditure for the period 1st April - 30th April 2026** It was RESOLVED to approved the statement of accounts as presented. Proposed Cllr Wright seconded Cllr R Leadbeater, all in favour.

Chairman _____ 14th May 2026

12.4	**To note that no CIL funds were received therefore no CIL Statement is required for 2025 – 2026** Noted.
	ACTION: Clerk to ascertain what CIL monies are expected in the next 12 months and which properties are liable for CIL.
12.5	**To approve payments in the normal course of business** It was RESOLVED to approve the payments as presented. Proposed Cllr Wright seconded Cllr J Leadbeater, all in favour.
12.6	**To note completion of the Annual Internal Audit and note any recommendations.** The audit was completed and a report circulated. The following recommendations were made: • The Council should carry out spot checked on payment schedules • The Council should consider outsourcing PAYE • The Asset register should be reviewed annually and updated as required. • The Council should adopt an "Effectiveness of Internal Controls" policy • Assertion 10 isn't fully compliant at present – the website requires confirmation that it is adhering to guidelines 2.2AA or closest equivalent. • The Council should adopt a reserves policy
	ACTION: Clerk to contact the website provider to discuss the 2.2AA guidelines **ACTION: Clerk to add Reserves Policy to July Agenda** **ACTION: Clerk to add Effectiveness of Internal Controls Policy to July Agenda.** **ACTION: Clerk to bring invoices and payment schedules to September meeting for spot check.**
	The Council considered the suggestion to outsource the PAYE but resolved to keep it in-house for the time being unless advised by the Clerk
12.7	**To approve Section 1 Annual Governance Statement 2025 -26** It was RESOLVED to approve Section 1 Annual Governance Statement 2025 -26 as presented. Proposed Cllr Wright seconded Cllr J Leadbeater, all in favour.
12.8	**To approve Section 2 The Accounting Statements 2025 -26** It was RESOLVED to approve Section 2 Annual Governance Statement 2025 -26 as presented. Proposed Cllr Wright seconded Cllr R Leadbeater, all in favour.
13 26/27	**Planning Matters**
13.1	To receive planning decisions: **26/00153/FUL**|Erection of single storey rear extension, detached car port, open porch and garage conversion with associated works|Tamarind Ampney Crucis Cirencester Gloucestershire GL7 5RY – PERMIT **26/00274/FUL**|Erection of outbuilding and greenhouse|Malt Cottage 14 Ampney Crucis Cirencester Gloucestershire GL7 5RY – PERMIT **25/04025/COMPLY**|Compliance with conditions 3 (Sample materials), 4 (Sample walling panel), 7 (Window and door finishes), 8 (No bargeboards or eaves fascias), 10 (Details), 13 (Foul and surface drainage), 15 (Surface water drainage), 18 (Construction Environmental Management Plan - Biodiversity (CEMPB)), 20 (Biodiversity enhancement) and 21 (External

	lighting) of permission 25/01617/FUL - Erection of a new dwelling|4 London Road Ampney Crucis Cirencester Gloucestershire GL7 5RS – PERMIT **25/04054/CONBGP**|Compliance with Biodiversity Net Gain details required by planning permission 25/01617/FUL - Erection of a new dwelling|4 London Road Ampney Crucis Cirencester Gloucestershire GL7 5RS - PERMIT
13.2	To consider and agree response to the following planning applications: **26/00685/FUL**|Erection of agricultural building. Demolition of existing Dutch barn|Land At Waterton Farm Ampney Crucis Gloucestershire – no comment Application 26/01279/FUL was also considered. Erection of greenhouse and associated landscaping works including new patio, lawn replacement, and installation of planters|Old Farm Barn Ampney Crucis Cirencester Gloucestershire GL7 5SF Cllr Benham declared an interest. No comment was made on the application.
13.3	To consider and agree response to tree work applications and note decisions: **26/00575/TCONR**|Remove the large Yew, Hazel, Cypress, Cherry, Gleditsia, (G1) hedge group located at the Rear of the garage/garden. Dismantle the large Maple, Beech, Birch x2, Hawthorn group (G2) located at the Back of the property|Ampney House Ampney Crucis Cirencester Gloucestershire GL7 5SA – NO OBJECTION **26/00352/TCONR**|Mulberry (front driveway / garden) - fell due to significant split at base. Prunus (rear garden) - reduce crown all over remove any crossing rubbing branches, and shape. Walnut (far end of rear garden) - reduce crown all over and shape Sycamore (far end of rear garden) - reduce crown all over and shape|Nurses Cottage 9 Ampney Crucis Cirencester Gloucestershire GL7 5RY – NO OBJECTION **26/00277/TCONR**|Sycamore - reduce crown all over by a third (1-1.5m) Ash (twin-stemmed) - remove stem over road (marked with orange paint)|Wayside Cross Ampney Crucis Gloucestershire – NO OBJECTION
13.4	**To receive an update from the Conservation Area Appraisal Sub Committee and to agree any actions** A draft report has been circulated for comment. The deadline for comments is 27th May
13.5	**To discuss the Ampney Park Appeal outcomes** Cllr Grimmer reported on his continued concerns regarding the safety of the drive if it is used as part of the commercial venture of Ampney Park. He has communicated his concerns numerous times to CDC planning and has not received an acknowledgement. The planning inspector did not consider them in the appeal decision. The request from Thames Water for a Grampian Condition to be put on the application was ignored by the inspector. The window for challenging the inspectors decision has past. It's believed that there may be a restrictive covenant on the use of the drive prohibiting it being used for commercial purposes.
	ACTION: Clerk to access Land Registry documentation to ascertain if the covenant can be found.

14 26/27	**Burial ground and Churchyard**
14.1	**To receive an update and agree any actions** The ditch behind the houses on school lane is blocked with debris from the houses. The Housing association has been contacted to rectify the situation, but no response has been received to date. Cllr R Leadbeater has cleared some of the ditch and will install some steels to hold back debris before it reaches the grid on the drain.
	ACTION: Clerk to contact the housing association again to ask then to clear the old fencing materials from the ditch
15 26/27	**Village Matters**
15.1	**To receive an update on VAS installation** No update was available.
	ACTION: Clerk chase Glos Highways
15.2	**To receive an update on request to extend the verge** The Council has grave concerns regarding this proposal and anything that causes further narrowing of the road will cause congestion and potentially be dangerous as emergency vehicles will not be able to pass through the village. These concerns have been passed on to Glos Highways. The Clerk reported that Gill Portlock (Glos Highways) confirmed in a phone call that she would not give permission for the work to be undertaken. However, no formal written confirmation of that has been received to date.
	ACTION: Clerk to chase Glos Highways for confirmation that the work will not be allowed to go ahead. **ACTION: Clerk to contact CDC to ask if they would consider improvements to the car park to enable additional parking.**
16 26/27	**To receive correspondence**
16.1	**Regular news updates from GCC & CDC** Councillors attended a Town & Parish Council forum hosted by CDC. There was an update in the Local Plan timings. It will go to consultation in late August for 6 weeks, however the papers will be available from early July for the Overview & Scrutiny Committee to consider.
17 26/27	**Any other business:** to discuss minor matters, not included elsewhere on the agenda, or matters received after the publication of the agenda. Not an opportunity for debate and decision making. The Council would like to thank John Fullick for clearing the grass areas around Donkey Field.
	ACTION: Clerk to contact GRCC to invite them to talk to the Council about a community emergency plan.
18 26/27	**Date and time of next meeting** Thursday 9th July 2026

There being no further business, the meeting closed at 9.30pm

Chairman _____ 14th May 2026