

## **TEMPLE GUITING PARISH COUNCIL**

Serving the residents of Barton, Farmcote, Ford, Kineton and Temple Guiting  
also Bemborough, Jackdaws Castle, Pinnock and Trafalgar.

### **Clerk's report to the January 8<sup>th</sup> meeting of Temple Guiting Parish Council**

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## **Agenda item 9: Training**

NALC upcoming course: [Navigating Rural Realities](#)

Online £39.22 12.00 – 1.15 p.m. 29<sup>th</sup> January 2025

GAPTC Councillor training - various:

[Finance for Councillors](#) 23 Jan/30 Jan/4 March/24 April 2025 Online 10 – 11.40 a.m. £35 each

GAPTC Clerk's training:

GDPR stage 1 (of 3) 13.1.25 Online £35 each

Canva (for newsletters, posters etc) Online 2 hours 30.1.25 £35 each

## **Agenda item 10: Planning**

### **a. Comments between meetings:**

#### **[24/03111/FUL](#) Removal of stables, erection of a dwelling with associated works including parking, landscaping, and new access**

*Temple Guiting Parish Council held a site visit on December 11<sup>th</sup> 2024 to review the planning application for a new 3 bedroom house on land currently the site of stables adjoining Greenbank Cottage, Kineton GL54 5UG.*

*Present:*

*Temple Guiting Parish Councillors - Kate Mather, Mickey Morrissey, Lorna Eayrs, Michael Krier and Stephen Gower.*

*Neighbour: Maurice Emtage (Greenbank Cottage)*

*Fowler Architecture and Planning/Corpus Christ: Mark Pettit*

*Background:*

*The application had been submitted to CDC for pre-application advice. The applicant was advised that permission would be refused in its form at the time. Plans were then apparently modified although information about these changes was not available to councillors or residents.*

*Having reviewed the plans and discussed the details with Mark Pettit, Temple Guiting Parish Councillors decided unanimously to object to this application for the following reasons:*

#### **1. Access**

*Access to the proposed building would involve a second driveway very close to the current driveway for Greenways. There is potential for dangerous situations when vehicles attempt to enter or exit the site in close proximity. The driveway to the proposed house would be very steep. There is frequent traffic through Kineton village particularly during holiday periods and at school drop off and collection times. The popularity of the village pub creates a great deal of strain on the verges as visitors park all along the road leading to much reduced visibility, as well as restricting an already narrow road. Villagers are already aware of one accident at the entrance to Greenbank Cottage.*

#### **2. Prominence and design**

*Councillors noted the contents of the Conservation Officer's report and are highly supportive..*

*The building is contrary to a number of Cotswold District Local Plan policies including Policy DS3, which states that small-scale development in non-principal settlements will be permitted providing that it meets certain criteria, including that it: 'complements the form and character of the settlement'.*

*Both from the public footpath and from the road, the house would be extremely prominent, dwarfing the adjacent listed buildings. It would be situated on top of a high bank and would dominate the edge of the village, where currently buildings taper off. The barn next door is set deep into the side of the field and so is less dominant. It is also screened by large trees and, as a barn, is entirely consistent with a small Cotswolds hamlet.*

*The application states that the proposal will deliver ‘Enhancements to the appearance of the site and surrounding area, through the removal of an existing stable building; and, one high-quality home, which will make a positive contribution to the character of the local area.’*

*Councillors noted that the current stables are small and rural, typical of those found in villages across the Cotswolds. It makes a strong contribution to the rural nature of Kineton. The proposed building, on the other hand, does not contribute to the nature of a north Cotswold habitation, rather it resembles an ‘executive’ home in a generic style which would dominate rather than complement the hamlet. Nor does the building help with the shortage of affordable housing in the North Cotswolds. The Cotswold National Landscape Board policy CE12.1 states that housing delivery .. ‘should be focused on meeting affordable housing requirements, particularly housing that is affordable in perpetuity such as social rented housing’.*

*Neither does it support Cotswold Local Plan policy EN4, which states that development should take into account historic landscape character and local distinctiveness . This building does not appear to comply with these requirements as it ignores the landscape character and the local design and village format.*

*Policy EN5 states that within the A.O.N.B. and its setting, great weight will be given to the conservation and enhancement of the natural beauty of the landscape, its character and special qualities. The building does not support this policy. Policy EN10 reiterates the N.P.P.F.’s concern that great weight should be given to the conservation of designated heritage assets. It states that proposals that sustain the character, appearance and significance of designated assets will be permitted, but that proposals that would harm the significance of an asset or its setting would not unless there was a public benefit. The setting of this proposal clearly affects the setting of the heritage assets in Kineton with no mitigating public benefit.*

*In section D of the Cotswold Design Code, paragraph.10 states that settlements are distinctive in how they sit within the landscape with their layouts and patterns of streets. Any new development should reflect this in its location and design. By siting this development at one of the highest points in the village, the building does not fit with the existing layout of the hamlet and it dominates the profile of the southern end of the village.*

*Paragraph 13 states that the particular character of existing streets should be respected, ‘including gaps between buildings, which can often be important’. Paragraph D.14 states that in designing new developments, attention should be paid to the site and its setting in terms of density, grain, scale and form, as well as the architectural design of the buildings, and to the landscaping around them. Both these paragraphs can be applied here, as the gap between the last house in the village and the (mostly hidden) barn is important in signifying the edge of the hamlet and providing open views across fields.*

*The proposed style and materials of the timber boot room are not consistent with the surrounding buildings, which either Cotswold stone or reconstituted stone made to resemble Cotswold stone.*

### **3. Size relative to the plot**

*Policy DS3 states that the development must be ‘of proportionate scale ...: ‘ yet this building and hardstanding would occupy approximately two thirds of the plot, plus a further amount for the driveway. This lack of context around the building would be contrary to the pattern of housing in the hamlet one of the criteria included in Section D of the Cotswold Design Code. It is also a major contributor to the large loss of biodiversity which would be caused by the development*

#### **4. Glazing**

*The large amount of glazing facing directly onto the field containing a public footpath is excessive and totally out of keeping with the local architecture. It would be uncomfortable for anyone living in the house to be exposed to walkers on the footpath.*

#### **5. Light pollution and biodiversity loss**

*Councillors noted the report from the Biodiversity officer which stated that loss of biodiversity would be 57.65% (through loss of a tree and of a pond, two vital environmental features) and that there was no provision for the mandatory 10% increase in biodiversity in the plans. The replacement of 5 minute PIR timers with 1 minute timers and the requirement for a lighting strategy to protect dark skies. A proposal to mitigate for biodiversity loss outside the current site is concerning as the local area would lose a valuable resource.*

#### **6. Inappropriate dormer windows**

*These do not comply with the Cotswold Design Standards and should be omitted or revised.*

#### **7. Unspecified roofing materials**

*The roofing materials have not been specified but Cotswold stone tiles should be a condition of the development.*

#### **8. Sustainability**

*Policy DS3 also states that the development must 'demonstrably support(s) or enhance(s) the vitality of the local community and the continued availability of services and facilities locally'. As there are no local services and facilities other than a pub (no shops no public transport, no health facilities) the development does not meet these criteria. The stables and pond which the proposal plans to remove have however been used for therapeutic purposes for children.*

### **Agenda item 10 (b) Councillors to consider the following applications**

**24/03636/LBC and 24/03635/FUL** Barton House. 24/03635/FUL Second floor attic extension and alterations to main roof. 24/03636/LBC Internal alterations, second floor attic extension and alterations to main roof. Deadline 15<sup>th</sup> January 2025.

Historic England determines Listed Buildings. Here is their guidance on changes to a Listed Building.

*“ When the planning authority considers whether to grant or to refuse an application, it must give particular attention to the desirability of preserving the building, its setting and those features which make it special.”*

**24/0057/CWS73M** Oathill Quarry. Application to maintain increased export limits for 3 years. Deadline 10<sup>th</sup> January 2025.

**24/0067/CWMAJM** Grange Hill Quarry. Notification of a Consolidation – Deadline 17<sup>th</sup> January 2025

## **Agenda item 11: Budget and precept for 2025/26**

The proposed budget calculations are included below . This is the link to the budget and precept planning document:

<https://1drv.ms/x/c/e454897bfa903060/EfKlmd8QidpFkpLdlFm5x8MBGLE5kd1HwgHFg-iAYj3YWQ?e=CtfoUF>

### Notes to the budget documents

- PCs are not permitted to have ‘savings’ but may accrue ear marked funds for specific projects. If those projects are later cancelled the earmarked funds can be reassigned to other projects. The purpose of the £5000 allocation to the Neighbourhood Development Fund is to ensure that the carried over funds are allocated to a particular project. Other uses might be grants e.g. to the village hall for a specific purpose.
- A minimum of 3 months’ operating expenses are required in addition to planned and expected expenditure every year.
- Most PCs will either maintain the precept or increase it to some extent. They are extremely unlikely to reduce it.
- Calculating the precept (from Scribe):  
*Each Town & Parish Council must budget, forecast, set and approve their required precept for the following financial year, to be received by their Borough or District Council.*

*In simple terms, the precept required will be the expenditure budget less expected income (and/or prior year surplus). For example, an expenditure budget of £150,000 with an income budget of £50,000 would mean a precept requirement of £100,000.*

*You then need to calculate the precept per Band D properties in your Town or Parish. With Band D being the middle band, it provides a Council Tax amount that represents the average property in your area, and also allows comparisons to be made across Local Councils of various sizes.*

*The billing authority will provide the number of Band D properties in your area. You then need to take your required precept and divide this by the number of Band D properties (“Tax Base”).*

*For example, a precept of £150,000 and an equivalent of 1500 Band D properties, means the Council Tax for Band D properties would be £100.*

*You can expect a small variance year on year due to changes in your Town or Parish’s Band D properties, but large increases or decreases should be reviewed. It may be that the precept does need to increase or decrease significantly - this could be true if you had previously ended up with a large budget surplus or deficit.*

*Once the budget and precept has been agreed, it can be submitted to your local billing authority in readiness for the new financial year.*

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Temple Guiting Parish Council							
<u>Budget 2024/25 v actual Dec 24 and expected to end of year</u>						<u>Proposed budget 2025/26</u>	
	<b>Approved for 24/25</b>	<b>Expenditure by Dec 24</b>	<b>Expected by 31 March 25</b>	<b>Notes</b>	<b>Over budget</b>	<b>Proposed budget for 2025 26</b>	
Council expenses ( inc audit, website, PATA)	400	381.73	443.83	PATA fee increase	*	500.00	New rates
Parish Maintenance	300	827	827	New noticeboard in Ford & installation	*	500.00	Phone box refresh? CIL
Allotment Mgt	200	0	0			100.00	Sign? Strimming? CIL
TG Rec Soc Grant - VH mtce	1500	1500	1500			1500.00	CIL?
TG School donation	650	650	650			650.00	
St Mary's Burial grds dtn	650	650	650			650.00	
TG Rec Soc rent	70	70	70			70.00	
Subs (GAPTC, CPRE)	120	166	166	New sub for CPRE	*	200.00	
Clerk's salary (inc Tax)	2700	1148	2142			3000.00	Xtra hours for NDP?
HMRC NI payments	0	18	60			100.00	
Audit (inc Xs)	200	187	187			250.00	
Insurance	300	310	307			340.00	
Praedium Property	100	50	100			100.00	

Training	250	106	550	Only £180 for 2024/5	*	250.00		
Other Local Donations e.g. QWP, food bank and Cots Wardens	750	500	500			300.00		
Legal Fees	1000	0	0			1000.00		
Road safety (VAS)	0	2680	2790	VAS plus installation. Note: GCC £1500 grant contribution.	*	500.00	Batteries?	
Neighbourhood development plan						5000.00	TBD	
<b>Total budgeted / actual expenditure</b>	<b>9190</b>	<b>9243.73</b>	<b>10942.83</b>			<b>15010.00</b>		
Further expenditure in 24/25				1699.10				
3 months operating expenses 25/6 =						3752.50		
<b>Budget 25/6 + 3 months =</b>						<b>18762.50</b>		

<b>Income 24/5</b>								
Precept	7500	7500	7500					
Other income (interest, alltmnts)	150	126	140	1 allotment vacant		140.00		
CIL	1577	2182	2182	Infrastructure only		0.00		
VAT	500	2013	2669			100.00		
Grants and donations to TGPC	0	2000	2000	GCC VAS grant + Upper Slaughter QWP grant.		0.00	Grants for NDP?	
<b>Total income</b>	<b>9727</b>	<b>13821</b>	<b>14491</b>			<b>240.00</b>		
<b>Balances 22 December 24</b>								
Current account			10911.58					
Savings account			5378.16					
Total bank balances			16289.74					
Subtract:								
Further exp in 24/25				1699.10				
= Reserves carried over to 2025/6			14590.64					
Earmarked fund for legal fees (accumulated since 2019/20)				4500.00				
Leaving unallocated reserves			10090.64					
Budgeted exp 2025/26				18762.50				
<b>Precept = Budget - unallocated reserves - income</b>			<b>8431.86</b>					



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### **Agenda item 13: Bank Mandates**

In 2025 Lloyds Bank will be changing the Treasurers Account to a 'Community Account' with charges of £4.25 per month, with 100 free transactions per month. Subsequent transactions will be charged at 0.10 each. TGPC had 59 transactions in 2023/24, and has had 48 so far this year.

23% of councils use [Unity Trust Bank](https://assets.unity.co.uk/Unity-Trust-Bank-Standard-Service-Tariff.pdf), which specialises in public authorities. Charges are higher than those for Lloyds: <https://assets.unity.co.uk/Unity-Trust-Bank-Standard-Service-Tariff.pdf>.

Set up	£300	
Monthly charge	£6	
Charge to pay in to a bank	0.50	
Charge to pay in to a post office	0.60	
Transaction charge per item (CR or DB)	0.48	

NatWest is £20 p mth, others in a similar vein.

**Agenda item 12 (b) Reconciliation**

**Temple Guiting Parish Council**

**Bank Reconciliation**

Period 1 April 2024 to 28 December 2024

Current account 02503759	Balance at 28 December 2024	10911.58	
Deposit account 07859616	Balance at 28 December 2024	5378.16	
Less outstanding cheques			0
Reconciled balance		16289.74	
<b>Cashbook summary</b>			
Opening balance 1 April 2024		11338.35	
Add receipts to date		13821.27	
Less payments to date			8869.88
Cashbook balance		16289.74	

Signed:

Chairman .....

Clerk & RFO .....

8th January 2024