

## TEMPLE GUITING PARISH COUNCIL

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

The Annual Parish Council meeting  
of Temple Guiting Parish Council will be held on **Wednesday 14<sup>th</sup> May 2025**  
at **6.30 pm** in Temple Guiting Village Hall

Members of the public and press are welcome to attend.

Published 9<sup>nd</sup> May 2025

### **Agenda**

1. **Election of Chairman for 2025/2026.** Chairman to sign Acceptance of Office form.
2. **Election of Vice Chairman for 2025/26.** Vice Chairman to sign Acceptance of Office forms.
3. **Apologies for absence**
4. **Declarations of interests relating to matters on the Agenda**
5. **Points from the floor.** Members of the public to state any points on the agenda they wish to address.
6. **Chairman's announcements** (to include new councillor recruitment and formal process, allotments update)
7. **Minutes of the previous meeting.** Councillors to decide whether draft minutes are an accurate representation of the previous Parish Council meeting's business. Chairman to sign approved minutes.
8. **Training.** Councillors to approve any training needs including face to face training for new councillor Liza Hanks e.g. New Councillor Toolkit – Introduction 17<sup>th</sup> June 25 and Planning in Plain English 9<sup>th</sup> June 2025. Cllrs to identify any other training requirements.
9. **Windrush Water measurement.** Cllr Hanks to report on recent measurements taken and Councillors to decide on any further action.
10. **Highways.** See Clerk's report for update on bollards, Fix it reports, bridges in Kineton etc Councillor to decide on any further action.
11. **Noticeboards.**
  - a) Councillors to decide whether to upgrade the Ford noticeboard with a matching header. See Clerk's report for costs.
  - b) Councillors to review decision re Temple Guiting Green noticeboard in light of possible header being added. See Clerk's report for costs
12. **Membership of GAPTC.** Councillors to decide whether to continue with membership of GAPTC and, if so, to approve this year's subscription, which is £116.72.
13. **Governance.** To review and decide whether to approve the following:
  - a) Standing orders
  - b) Asset Register

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- c) Financial Regulations. Although updated in 24, these proposed changes would reflect the auditor's comments regarding Internal Controls. See Clerk's Report for details.

### **14. Planning**

- a) New planning applications:

[25/00759/FUL Ford Hill Farm](#). Following the failure of the appeal against CDC's decision re 22/02735/FUL (which included demolition of much of the house), a revised application has been submitted. The application includes demolition of some walls and slight extension of the footprint. Expiry date 12<sup>th</sup> May 2025. Councillors to decide on any comment on the application.

- b) Planning applications since the last meeting. Councillors to confirm that the comments submitted between meetings are an accurate record of their views:

25/00748/TCONR Fell decayed beech at 4, The Templars. TGPC posted comment of 'no objection'. Decided 'no objection'.

25/00866/FUL Barton House, extension to pool house and landscaping. TGPC posted comments of 'no objection'. Awaiting decision.

25/00253/FUL 1 The Sherry. Conversion of outbuilding to provide accommodation. TGPC posted comments of 'no objections, but with 5 recommendations. Awaiting decision.

25/01143/TCONR 5C Old Farmhouse, Temple Guiting. Fell sycamore and remove lower branches of a beech tree. TGPC posted comments of 'no objection'. Awaiting decision.

- c) Unauthorised felling of a tree on 'Sewage processing land' in Temple Guiting. Between meetings, councillors agreed to write to the owner of the land where one large tree and several smaller trees had been felled when no application had been made to CDC. The owner has since apologised and said that she was unaware of the requirement to apply for permission. New trees have been planted.

- d) Updates on outstanding applications:

24/0311/FUL Land next to Greenbanks. Kineton. Demolition of stables and construction of 3 bed house. This application has been revised and will go before the Planning Committee. No date as yet. TGPC has objected a second time. Cllr Wilkins will represent the village's views at the meeting.

24/00066/FUL New Barn Farm. Permission having been refused, this has now gone to appeal. TGPC has submitted the comments given by Cllr Krier at the Planning Committee meeting for this application. No date available yet for the appeal (3362067). A further revised application was submitted 7<sup>th</sup> May. Residents have expressed concern that an extended lease for the village hall and recreation field was not offered to TGPC as part of the planning application. The Clerk has responded to this concern. See the Clerk's Report for details.

25/00758/FUL Ford Hill Farm. Revised version of 24/00348/FUL. Demolish 5 barns and replace with one barn. Awaiting decision.

- 15. **AGAR - Certificate of Exemption from external audit (AGAR 2024/5 Form 2).** Councillors to review and approve. See Clerk's report.
- 16. **AGAR - Governance and Accountability Return 2024/25** See Clerk's report.

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- a) **Annual accounts: Section 1 Annual Governance Statement 2024/25.** Councillors to review and approve.
- b) **Annual accounts: Section 2 Accounting Statement 2024/25** Councillors to review and approve.
- c) **Annual accounts: Notice of commencement of Public Rights.** Councillors to note dates.

**17. Internal auditor's report.** Councillors to note the following comments by the Internal Auditor and decide on any action:

- a) Internal controls. TGPC has previously decided against councillors carrying out internal financial controls. The Auditor has recommended that the Clerk uses Section 5 of the financial regulations as the basis for internal controls. See Clerk's Report for details. Councillors to decide whether to introduce these further internal financial controls.
- b) Clerk to provide a list of Direct Debits and Standing Orders at the start of every year.
- c) TGPC is not registered with the Pensions Regulator and has never been requested to do so. The Auditor advises that this is now mandatory, even if a pension is not provided.

**18. Finances**

- a) **Financial position.** To review current financial position.

Due to ongoing problems with Lloyds banking up to date financial figures are not available.

- a) To note payments made and deposits received since the last meeting:  
First precept payment from CDC of £5784.00  
CIL £77.31
- b) Annual payments. Councillors to confirm payments of agreed budgeted annual items:

Temple Guiting Recreation Society rent for meetings	£70
Temple Guiting Recreation Society grant for maintenance of the village hall.	£1,500
Temple Guiting School grant for field maintenance	£650
St Mary's Church grant for burial ground maintenance.	£650

- f) **Direct debits and standing orders.** Councillors to approve existing DDs and SOs:

SO or DD	Payee	Reason	Amount	Schedule
SO	PATA	Payroll services	£31.05	Quarterly
SO	Praedium Property	Rent of VH & Rec Field	£50	Half yearly N.B. this will change when the September lease comes into force.
DD	CPRE	Support for rural issues	£60	Yearly

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### 19. Cheque signing/Epay agreement and validation

The following payments to be approved:			
Chq/Epay	Payee	Description	Value
Epay	Temple Guiting Recreation Soc	Rental of village hall for PC meetings	£70.00
Epay	Temple Guiting Recreation Soc	Grant for hall maintenance	£1500.00
Epay	Temple Guiting School	Grant for recreation field maintenance	£650.00
Epay	St Mary's Church	Grant for maintenance of burial ground	£650.00
Epay	GAPTC	Subscription for 2025/26	£116.72
Epay	GAPTC	Internal audit fees for 2024-5	£210.00
Epay	M Freeman	Clerk's salary March/April//May 2025 (£190.50 + £156.90 – now taxed)	£504.10
Epay	HMRC	Employment tax	£83.60
Epay	Greenbarnes	Header for Ford Noticeboard	T.b.a.
Epay	Greenbarnes	New noticeboard for TG green with header	T.b.a.

### 20. Receipts since the last meeting

CDC Precept Part 1	£5784.00
CIL payment	£77.31
Allotments	£60.00

**Approval of Meeting dates** To agree on the dates of the meetings in 2025-2026. Meetings are usually held every other first Wednesday of the month:

July 2nd, September 3rd, November 5<sup>th</sup>, January 8<sup>th</sup> (1<sup>st</sup> is a bank holiday), March 4<sup>th</sup>, and May 6<sup>th</sup> (in FY 26/27).

**Date of next meeting:** 2nd July 2025 (t.b.c.)