

TEMPLE GUITING PARISH COUNCIL

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

Minutes of the Annual Temple Guiting Parish Council Meeting

Held on Wednesday 14th May 2025 at 7.00 p.m. in the village hall.

Councillors present: Lorna Eayrs, Jayne Ewart-Perks, Liza Hanks, Michael Krier,
Kate Mather (Chairman)

Public: 8 members of the public attended.

CDC Councillor Len Wilkins attended.

- 1. Election of Chairman for 2025/26.** Cllr Krier proposed and Cllr Ewart Perks seconded Cllr Mather as Chairman for the new financial year. Cllr Mather accepted and signed the Declaration of Acceptance.
- 2. Election of Vice Chairman for 2025/26.** Cllr Mather proposed and Cllr Ewart Perks seconded Cllr Morrissey as Vice Chairman for the new financial year. As Cllr Morrissey was not present, the decision was postponed to the next meeting.
- 3. Apologies for absence.** Cllr Morrissey had sent his apologies in advance.
- 4. Declarations of interest in items on the Agenda (Localism Act 2011):** None.
- 5. Points from the floor:** None.
- 6. Chairman's announcements.** The Chairman reported that Cllr Gower had resigned and that she had accepted his resignation. She thanked Stephen Gower on behalf of the councillors for all his hard work in relation to local quarries. The Chairman announced that Stephen was happy to continue to help support the PC's work in managing the impact of quarries on the parish in the future. A new councillor will be sought.

The Chairman then thanked Alex Wilson for moving the VAS equipment and providing traffic monitoring data. The PC is also very grateful to Mr Wilson for changing the batteries in the VAS at ^{Temple}~~Guiting~~. **Action: Clerk to post traffic data to the website.**

The Chairman invited the District Councillor to give his report at this point rather than during the Parish Meeting. Cllr Wilkins noted that, due to the recent elections, CDC had carried out less business in May. The new GCC Councillor for the parish was Tom Bradley, Conservative. CDC now has a majority of Liberal Democrats, with a Labour leader.

There continued to be complaints about the new waste collection service. Publica services were being brought back in-house. CDC had passed a motion to write to the government regarding the potential impact of inheritance tax on farmers in the county. Fly-tipping issues were being addressed and councillors should report incidents to CDC on the 'report a fly tip' page of their website. The Robin bus service was now available across the North and South Cotswolds. Devolution is planned within 2 years. It may have considerable impact on parish councils and clerks. Clusters of clerks are being formed to work together once the changes are known.

Planning and enforcement teams are now up to strength and applications are being processed more quickly. Enforcement has a backlog of 500 cases and is working through them in order of severity.

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7. **Minutes of the previous meeting.** Councillors approved the minutes of the previous meeting and the Chairman signed them. **Action: Clerk to post to the website.**
8. **Training** Councillor approved 'New Councillor Toolkit and 'Planning in Plain English' training for Cllr Hanks. **Action: Clerk to book training.**
9. **Windrush Water Quality Measurement** Cllr Hanks explained that 5 sites on the Windrush were being tested every month. The first results had been encouraging with very low levels of pollutants although one site had a high level of turbidity, possibly due to sheep crossing the river. More volunteers may be needed to carry out the tests. Contact the clerk or Cllr Hanks for more information. **Action: Clerk to add new webpage to cover Water Quality Measurement.**
10. **GCC Highways** had agreed to repair the two bridges over the Windrush in Kineton. Councillors were concerned about the type of repairs that would be carried out. **Action: Clerk to arrange site meeting for the Chairman, Cllr Ewart-Perks the Cotswold Wardens and Bob Skillern and Rhodri Grey from Highways.**

Although Highways had closed the 'Fix it' report about the muddy, blocked drainage on the road between Barton Bridge and Gyting Broc, Councillors were not satisfied that the work had been completed. **Action: Clerk to contact Highways.**
11. **Noticeboards** Councillors decided to install a matching header for the noticeboard at Ford and to change the specification of the noticeboard chosen for The Green in Temple Guiting to include a header board. **Action: Clerk to order both and ask Steve Woolaston to install them.**
12. **Membership of GAPTC** Councillors decided to renew the PC's subscription to GAPTC. **Action: Clerk to pay subscription.**
13. **Governance.** Councillors approved the existing policies and procedures for 2025/6:
 - a) Standing Orders
 - b) Asset Register (Will need to be updated after noticeboards acquired). Cllr Krier noted that a beech tree was planted to commemorate the accession of King Charles III. Councillors agreed to buy a plaque and protective surround for the tree. **Action: Clerk to provide quotes.**
 - c) Financial Regulations Although approved in 24, Councillors agreed with the Internal Auditor that Internal Financial Controls are a separate governance document
 - d) Risk Management policy (unchanged)
Action: Clerk to post updated documents to the website.
14. **Planning**
 - a) New Planning applications – 25/00759/FUL Ford Hill Farm. Councillors agreed that they did not object to the application but that they shared a number of concerns including size, style, dark skies lighting, missing materials information and use of Crittall windows. **Action: Clerk to post comments to CDC portal. Deadline extended from 12 May to 15th.**
 - b) Comments posted between meetings. Councillors confirmed that the following comments reflected their views accurately:
25/00748/TCONR Fell decayed beech at 4, The Templars. TGPC posted 'no objection'.

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25/00866/FUL Barton House, extension to pool house and landscaping. TGPC posted 'no objection.'
25/00253/FUL 1 The Sherry. Conversion of outbuilding to provide accommodation. TGPC posted comments of 'no objections, but with 5 recommendations.'
25/01143/TCONR 5C Old Farmhouse, Temple Guiting. Fell sycamore and remove lower branches of a beech tree. TGPC posted comments of 'no objection'.

- c) Unauthorised felling of trees on 'Sewage processing land' in Temple Guiting.
Councillors noted that the landowner who had felled several trees without permission had acknowledged that permission should have been sought. New trees have been planted. NO further action required.
- d) Update on outstanding applications:
- 24/0311/FUL Kineton stables. To go before the planning committee on 11th June. A councillor from Temple Guiting Parish Council will attend.
 - 24/00066/FUL New Barn Farm. The Chairman emphasised that there was no link between this planning application and the length of the lease for the Village Hall and Recreation Field. The applicant does not own the Village Hall or recreation field. Over the past 15 years the PC had reviewed a number of planning applications for the site. The most recent have been more acceptable, being small scale and including a restoration of the existing unlisted Heritage Asset (the old barn) which was falling into disrepair. The village meeting held on 29th February 2024 had offered residents the chance to question the new planners and architects and had been attended by 33 local people.

The Chairman said that the 3 year lease for the Village Hall and Recreation field would expire in September. Trustees were working hard on proposals for an improved lease, although there was no legal requirement for the owners to renew the lease at all. Discussions with GCC Schools were started over a year ago and the school had been involved from the start.

Councillors thanked the Chairman for her continued hard work to improve the lease and condition of the village hall.

15. AGAR – Certificate of Exemption from external audit (AGAR 2023/4 Form 2).

Councillors approved the completed Exemption Certificate as neither income nor outgoings had exceeded £25,000 in the past year. **Action: Clerk to post to website and submit to external auditor.**

16. AGAR - Governance and Accountability Return 2023/24. See Clerk's Report.

- a) **Annual accounts: Section 1 Annual Governance Statement 2023/24.** Councillors reviewed the Governance statement and agreed to approve the document.
- b) **Annual accounts: Section 2 Accounting Statement 2023/24.** Councillors reviewed the Accounting statement and agreed to approve the document.
- c) **Annual accounts: Notice of commencement of Public Rights.** Councillors noted the dates for public access to AGAR documents – Monday 2nd June to Friday 11th July 2025.

Action: Clerk to post documents to the website, the auditors and the noticeboards.

17. Internal Auditor's report. Councillors noted the following comments:

KMM

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- a) Internal controls. Recommendation that Section 5 of the financial regulations becomes a separate Internal Financial Controls document. Councillors agreed
Action: Clerk to prepare Internal Controls Governance document and post to website
- b) Councillors agreed that the Clerk provides a list of Direct Debits and Standing Orders for approval at the start of every year. **Action: Clerk to include annually.**
- c) TGPC must registered with the Pensions Regulator, even if a pension is not provided. **Action: Clerk to register.**

18. Finances

- a) Financial Position. Councillor noted the current balances of £15,178.07 and £5399.71).
- b) Reconciliation. Councillors approved the reconciliation in the Clerk's Report and the Chairman agreed to sign it.
- c) Councillors noted that the first CDC precept payment of £5,784 had been received though no CDC CIL payment had been received.
- d) CIL reporting.
- e) Annual payments. Councillors confirmed the following annual payments:

Temple Guiting Recreation Society rent for meetings	£70
Temple Guiting Recreation Society maintenance grant for 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 approved the following direct debits and standing orders:

SO/ DD	Payee	Reason	Amount	Schedule
SO	PATA	Payroll services	£37.35	Quarterly
SO	Praedium Property	Rent of VH & Rec Field	£50	Half yearly
DD	CPRE	Support for rural issues	£60	Yearly
PAY	Lloyds bank	Services	£4.25 per account	Monthly

19. **Cheque signing/Epayment agreement and validation.** Councillors agreed unanimously to make the payments below:

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

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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 + £156.70	£504.10
Epay	M Freeman	GoDaddy expenses	£31.18
Epay	HMRC	Employers tax	£83.60
Epay	Greenbarnes	Header for Ford noticeboard	£193.56
Epay	Greenbarnes	Noticeboard with header for Temple Guiting	£1020.55

Action: Clerk to arrange payments.

Date of next meetings: 23rd July, 3rd September, 12th November, 7th January, 4th March, 6th May 2026. Meetings will be held at 6.30 p.m. unless otherwise agreed.

Signed



Chairman

23rd July 2025

