

**Crudwell Parish Council**

Minutes of the **Meeting of Crudwell Parish Council Meeting**  
Held in Crudwell Village Hall on 3<sup>rd</sup> December 2024 at 7.00pm.

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**Present:** Cllrs R Hamilton-Lambley(Chair), P Gilchrist (Vice Chair) S Butcher, I Warner, O Hughes, N Doel  
**Also present:** Lisa Dent (Parish Clerk), Cllr C Berry (Wiltshire Council), James Bromhead – Crudwell Flood Warden - 12 members of the public

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**CPC/24/175 Welcome and Apologies for absence**

The meeting was opened and all present welcomed.  
No apologies

**CPC/24/176 Public Speaking**

12 members of the public were present. Standing order were suspended to allow residents to speak concerning the recent flooding.

It was agreed to undertake the following actions:-

Informing residents of a private What's App group for those wishing to register for a assistance, such as those who historically flood, may be away from home, or are vulnerable residents.

Connecting residents to their Street Leaders – volunteers in their area who can offer support and assistance during flooding.

Gullies and drainage – Requesting Wiltshire Council's attendance to problem areas identified. Cllr Berry will expedite.

Reviewing land ownership and asking land owners to keep ditches and culverts clear. It is hoped this will lead to a central record where residents can report problems to the parish council, who will then contact the land owner and formally request action is taken.

Connecting residents with water ingress with Wiltshire Council for advice and assistance and any funding or flood alleviation measures available.

*12 members of the public left the meeting, Standing Orders were re-instated*

**CPC/24/177 To receive Declarations of Interest in accordance with the Council's Code of Conduct**

None.

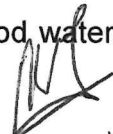
**CPC/24/178 To adopt the minutes of 12th November 2023 meeting of Crudwell Parish Council**

The minutes were adopted and signed as a correct record.

**CPC/24/179 Review recent flooding and actions taken and agree any next steps including requesting delegated authority for road closures, inadequate infrastructure resulting in backflow of sewerage, informing other parties, and noting residents concerns and agreeing next steps**  
Residents correspondence concerning flooding was reviewed and noted. In addition to CPC/24/176 it was agreed:-

To contact Roz Savage MP concerning Crudwell's historic flooding problems to seek support.

To continue ongoing investigation into slowing down drivers in flood water/possibility of closing roads

  
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To request additional Gel Sacks and Road signs from Wiltshire Council. Clerk will also research purchasing gel sacks and will obtain prices for next meeting.

Cllr Butcher will ask Mr Lawes for the Crudwell land ownership plan to be returned.

**CPC/24/180 To note Matters Arising and determine next steps**

20 mph speed limit change at school drop off and pick up times – Cllr Berry advised this may be better progressed through LHFIG as a Highways Improvement request. Clerk will action.

Second flashing school light at A429 entrance from Malmesbury – Cllr Berry also advised to submit this through LHFIG. Clerk will action.

It was noted there are no more traffic survey requested accepted by Wiltshire Council until March 2025.

Cllr Lambley is currently locating the Re-Start contract for review.

Cllr Doel will attach the Fresh Air Fitness sign.

Christmas lights were ordered and received for parish tree but it was agreed additional lights are required and Mr Stanford will be asked to purchase additional lighting and submit the receipt for re-imburement (Cllr Gilchrist to advise).

Clerk has drafted remittance advice for What's On advertisers. It was clarified that income will be managed as donations, following the advice from Wiltshire Association of Local Councils.

Parish Steward has been requested to review the condition of the Swillbrook bridge structure for his December visit.

Cllr Gilchrist has completed review bank vegetation at the road bridge and has photos

It has been confirmed by Wilts Council it is possible to hard-wire the SIDS device at the Green by the school into Wiltshire Council electrical supply (the electricity used would be charged to the council). Further enquiries are being made by Cllr Butcher.

Cllr Butcher has sourced suitable paint to restore the white gateway sign and Clerk will forward contact details of volunteer.

**CPC/24/181 Items for inclusion (at Chairs discretion/no decisions)**

None requested.

**CPC/24/182 To note bank statements – 3<sup>rd</sup> Dec 2024**

Treasurers £4,331.01 Bus Bank £29,471.34

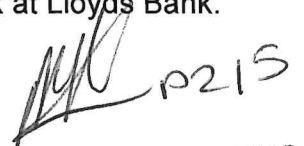
**CPC/24/183 To receive and note bank reconciliation Nov 24**

The reconciliation was noted, balanced to the bank accounts.

*Crudwell Flood Warden James Bromhead left the meeting*

**CPC/24/184 To resolve accounts for payment – examined, verified and certified by Clerk/RFO.**

The clerk confirmed all invoices had been examined, verified and certified as correct and proper charges. The council resolved to agree payments. Cllrs Hamilton-Lambley and Butcher were appointed to authorise the payments set up by the Clerk at Lloyds Bank.

  
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Bank transfer Payments	For	Inv no	Net £	VAT £	Total £
Crudwell Village Hall	Hire of meeting room	0253	20.00	0.00	20.00
Countrywide	Grass cutting	604887	134.42	26.88	161.30
Debit card pments	For	Inv no	Net £	VAT £	Total £
Busy Fingers	What's On Newsletter printing	Z271124GS4	105.30	0.00	105.30
Amazon	Xmas lights	198836040	29.99	6.00	35.99

**CPC/24/185 To receive a verbal report from Cllr Warner re review of accounts to second quarter**  
Cllr Warner advised the accounts were in good order with no discrepancies.

**CPC/24/186 To agree next steps re Re-Start IT and Parish Council website completion**  
It was agreed to send the letter drafted by clerk (recorded delivery) as no contact has been forthcoming.

**CPC/24/187 Kemble Solar Farm development – to note any updates or progress**  
No updates or reports.

**CPC/24/188 To resolve comment for planning application received since the previous meeting**

1. Application no: [PL/2024/03217](#), Application type: Full planning permission - amended plans and/or additional information for the above proposal. Site Address: Chelworth Farm House, Chelworth, Malmesbury, SN16 9SF Proposal: Proposed change of use of agricultural land to increase the residential planning unit including the erection of a tennis court with associated landscaping *It was resolved to enter No Comment.*

2. Application no: [PL/2024/09908](#), Application type: Householder planning permission Site Address: Chelworth Farm House, Chelworth, Malmesbury, SN16 9SF Proposal: Amendments to extant scheme for redesign of Pool house and siting of swimming pool. Closing date: 09/12/2024 *It was resolved to enter No Comment.*

3. Application No: [PL/2024/10420](#), Application type: Notification of proposed works to trees in a conservation area Site Address: Malhouse Cottage, Tuners Lane, Crudwell, Malmesbury, SN16 9EH Closing date: 11/12/2024 *It was resolved to enter No Comment.*

4. Application No: [PL/2024/09191](#), Application type: Full planning permission Site Address: Land adjacent Quelfurlong Cottages, Crudwell, Wilts, SN16 9SL Proposal: Temporary permission for use of land for the stationing of a static caravan, and its use for residential purposes for 2 years. Closing date: 06/12/2024 *It was resolved to enter No Comment.*

5. Application No: [PL/2024/10705](#) Application type: Consent under tree preservation orders Proposal: T1 Semi mature Silver Birch tree - 30% crown reduction and a subsequent 15% thin. Site address: Maple Lodge, Mayfield Gardens, Crudwell, Wiltshire SN16 9EE Comment by: 19/12/202 *It was resolved to enter No Comment.*

**CPC/24/189 Wiltshire Council report**

Much activity at Wiltshire Council re Storm Bert and those affected. Currently preparing the budget, dialogue in place to hopefully manage the change of ownership of Riverside in Malmesbury (community centre) to potential new ownership. It is noted there will be Wiltshire Council Elections in May for all parish councils and clerk will agenda this nearer the time to advise councillors of the process/forms required.

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## **CPC/24/190 Neighbourhood Planning Report**

### **Neighbourhood Plan, Tuners Lane Planning Application**

The Planning Application for the site in Tuners Lane remains 'Called In' by Councillor Berry. A public exhibition of the final plans has been requested, but no date agreed yet with agents.

### **2038 Neighbourhood Plan Review**

Work completed to date is as follows:

- Meeting with Site A site landowner on Nov 13<sup>th</sup> 24 to set our requirements for the site inclusion as our allocation in Reg14. The landowners have agreed to provide outline plans to enable accurate assessment of the site re potential number of houses and the sites deliverability.
- Meeting with Site B site agents is taking place on Dec 5<sup>th</sup> 24 to review latest proposals in terms of numbers of dwellings, housing mix, design and proposed site layout. As with Site A, these factors are requirements for site allocation in Reg14.
- Work on most of the other inputs for Reg 14 have been reviewed with some signed off in preparation for approval by the Steering Group.
- Meeting on the 13<sup>th</sup> of November with the consultant assigned to develop the Crudwell Design Code to scope and plan this work. Application is being made to enable development of the Code together with the required SEA and HRA assessments via the call off contract let by Locality. There will be no cost to the Council for these projects.
- The budget position and forecast will be reviewed in the light of these changes to the plan and reported prior to the January PC meeting to enable budget setting.

## **CPC/24/191 Community Report**

### **Community Support - Flooding Emergency**

- The Street Leaders network was highly effective during the recent flood, enabling instant sharing of information to direct help to those affected and rapidly communicate information to Cllr. Doel who distributed gel sacks and flood warning signs by tractor.
- More gel sacs obtained during the event and other residents will store these for distribution in future emergencies (volunteers for this in Tuners Lane and at Chelworth).
- Information from Wiltshire Council resources of help was also made available on the Street Leaders network.

## **CPC/24/192**

### **Improvements to Crudwell School Parking**

- The group (residents and stakeholders who have met to discuss the worsening hazardous problems experienced by many in the school and green areas) have asked that the PC could consider how the cut off road could be replanned to provide more effective parking, primarily for school and Rectory staff.
- Noted that the Clerk has prepared Terms of Reference for this group but as they are not governed by the PC it is not clear how this can be applied.
- Work is in progress on a feasibility study of an additional village parking provision in order to include a policy for this in the NP review

## **CPC/24/193 Parish Matters**

Stiles and footpaths –no updates.

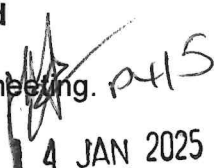
Missing road sign – Tetbury Lane. Wiltshire Council have responded/advised they will not be replacing the road sign. It was agreed to order a new sign at £82.00 and re-use the posts which will require straightening. Cllr Doel will assist with this.

To note EV Charging survey and agree any response – Clerk will complete the response and submit.

## **CPC/24/194 Parish Matters**

**Parish council emails and IT support - To receive any updates on charges and availability from local IT companies.**

Clerk is researching local companies and their availability, further updates at next meeting.

  
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**Closing comments**

Clerk will investigate the missing Crudwell road sign at Eastcourt which has been reported to Wiltshire Council.

All present thanked Cllr Doel for his assistance during the flooding, delivering gel sacks to residents, it was very much appreciated by all.

Wooden low level fencing at The Green by Crudwell School has been broken/damaged and Cllr Doel will send details to the clerk who will look into repairs.

Meeting was closed at 9.16 p.m.

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