

Crudwell Parish Council

Minutes of the **Meeting of Crudwell Parish Council Meeting**
Held in Crudwell Village Hall on 8th October 2024 at 7.00pm.

Present: Cllrs R Hamilton-Lambley(Chair), P Gilchriest (Vice Chair) S Butcher, O Hughes, N Doel
Also present: Lisa Dent (Parish Clerk)

CPC/24/194 Welcome and Apologies for absence

The meeting was opened and all present welcomed.
Apologies received for Cllr Lawes and Warner.

Significant flooding has occurred in Crudwell and surrounding areas after heavy rainfall. Clerk will post to Facebook and MyCrudwell/newsletter offering gel sacks and use of flood road signs to be collected from Cllr Doel. This flood equipment is currently at Malmesbury Town Hall and Cllr Doel will collect tomorrow.

CPC/24/195 Public Speaking

None requested.

CPC/24/196 To receive Declarations of Interest in accordance with the Council's Code of Conduct

None.

CPC/24/197 To adopt the minutes of 17th September meeting of Crudwell Parish Council

The minutes were adopted and signed as a correct record.

A numerical error on the October agenda re accounts for payment was noted:-

Vision - Neighbourhood Planning fees	0668	16520.00	330.00	1980.00
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Correct amount

Vision - Neighbourhood Planning fees	0668	1650.00	330.00	1980.00
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CPC/24/198 To note Matters Arising and determine next steps

Cllr Gilchrest has contacted Wilts Council to request survey to lead to clearance of their section of the Swillbrook through the recent flood group meeting
Playground bin received and installed by Cllr Doel.
20 mph request submitted to LHFIC. Clerk has advised SIDS data is available.
Clerk is awaiting contact for SIDS Police Dezives scheme from Cllr Berry.

CPC/24/199 Items for inclusion (at Chairs discretion/no decisions)


Clerk advised correspondence has been received from Lloyds Bank advising the interest rate for the Business Bank account has been reduced.
Clerk has received Tetbury Lane road signs which Cllr Butcher will request installation from the Parish Steward. Additional requests include Toll House path to clear and Culkerton junction to cut back.

CPC/24/200 To note bank statements

Treasurers £7,331.51 8/10/24

Bus Bank £33,422.40 8/10/24

VAT reclaim has been received £1107.19 and second precept instalment of £8,000 has been received.

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CPC/24/201 To receive and note bank reconciliation September 2024
The reconciliation was noted, balanced to the bank accounts.

CPC/24/202 To receive and note: Conclusion of Audit and PFK Littlejohn report
It was noted the audit has been concluded, Section 3 and Notice of Conclusion has been posted on Crudwell Parish Council website and Noticeboard on 30th September 2024. Section 3 AGAR form was reviewed and noted by Crudwell Parish Council.

CPC/24/203 To resolve accounts for payment – examined, verified and certified by Clerk/RFO.
Councilors Lambley and Butcher were appointed to authorise.
Authorised schedule was initialled immediately below last item by Chair. Clerk has set up the payments at Lloyds Bank.. The clerk confirmed all invoices had been examined, verified and certified as correct and proper charges. The council resolved to agree payments.

Debit card				
Payee	Net	VAT	£ Total	
DHF Products Ltd	187.30	37.40	224.40	Tetbury Lane signs

Bank Transfers				
Payee	Net	VAT	£ Total	
PKF Littlejohn LLP	210.00	42.00	252.00	Audit fee
Vision	1650.00	330.00	1980.00	Neighbourhood Planning fees
HMRC	79.80		79.80	Sept 24 submission
Hugh Harris	91.00	18.20	109.20	Fresh air fitness sign
Countrywide 504020	134.42	26.88	161.30	Grass cutting
L Dent Sept 24	359.70		359.70	Salary Sept 24

CPC/24/204 Kemble Solar Farm development – to note any updates or progress
No updates or reports.

CPC/24/205 To resolve comment for planning application received since the previous meeting
Application: PL/2024/08619 Householder planning permission Comment by: 29/10/24 **Address:** Hall House, The Street, Crudwell, Malmesbury, SN16 9ET
Proposal: Replacement of soft wood Flush style windows and French doors painted in a pale yellow colour to Front, Side and Rear Elevations at ground and upper level. The replacement windows and doors will be of same style but made from UVPC composite wood effect in Agate Grey.

The following comment was resolved: Objection


We object to this application on the basis of the material (uPVC) and proposed colour (grey). The Design Code in Crudwell Neighbourhood Plan specifically states; “uPVC windows look poor in any context, with mitred corners, heavy, clumsy frame-members, and finishes that are too “bright”. This, combined with their long term impact on the planet, means that Crudwell Parish Council considers they should never be considered appropriate.

Wiltshire Council report was not available as Cllr Berry was not present.

CPC/24/206 Neighbourhood Planning report

Work completed to date is as follows:

- There has been an exchange of communications with our Site A agents with respect to the numbers of dwellings they are proposing to accommodate on the site. The agents have made a calculation that the new NPPF will mean a requirement of 37 dwellings for Crudwell in the Wiltshire Plan. However we understand that Wiltshire Council plans to submit its Local Plan soon so that it can be examined under the December 2023

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NPPF. On that basis, we assume that Crudwell's strategic housing requirement will remain unchanged. We have been discussing a more modest requirement of 30 dwellings as a contingency if the Wiltshire requirement for Crudwell is affected by the new Wiltshire Local Plan. A meeting with the Site A agents is being arranged to clarify the number of proposed dwellings. An early meeting is being arranged to set our requirements for the inclusion of the site as our allocation in Reg14.

- A final working Group meeting is planned for October the 18th when the remaining inputs for Reg 14 will be signed off and prepared for approval by the Steering Group.
- Our Wiltshire Council NP Link Officer has indicated that another SEA Screening Assessment may be required in respect of the proposed site allocation, and that this would take "a few months". We shall determine how and if this will affect our Reg 14 and overall NP timetable on the 18th October meeting and will report back to the PC subsequently.
- We have established contact with the consultant assigned to assist with developing the Crudwell Design Code and an early call is being arranged to scope the work.


The Planning Application for the 2021 NP Allocated site in Tuners Lane remains called in by Councillor Berry following the PC's objections to the proposed housing designs, there is no published date for the committee meeting where this will be an agenda item.

Clerk will contact the planning officer to request an update on the status of the Tuner Lane application.

CPC/24/207 Community Report

Our survey on the local desire for a relaunch of WOIC was produced and circulated during September with a closing date of 30th September. It was agreed it would be useful to invite the new What's On team Katy and Charlotte to a future parish council meeting.

- 450 flyers of the questionnaire were circulated by the WOIC distribution team.
- 93 households responded to the survey online.
- A further 10 flyers were completed on paper and have been appended to the Spreadsheet
- It is understood from the Chelworth distributor that they would prefer the journal to be delivered online (44 paper copies)
- Following the closing date I have collated the results as follows
 - 145 respondents would favour a reintroduction of WOIC, 3 said no.
 - 61 respondents stated that they needed a paper copy
 - 88 Respondents stated that a paper copy wasn't needed
 - 9 respondents stated that they needed a paper copy because they couldn't access the internet or had accessibility needs.
 - 26 respondents stated that they'd prefer a paper copy but I could access an electronic copy if it contributed to the viability of the project
 - 67 respondents stated that they would be perfectly happy with an electronic copy delivered via email or messaging app.
- Discussions with the distribution team lead have concluded that it would be extremely difficult to deliver to some addresses and not to others.
- It has been proposed that an opt out sticker for display could be offered for those who do not wish to receive a paper copy.
- The new editor has emailed contributors and advertisers to inform them that, subject to our approval a journal could be published in November
- The Parish Council will pay for the printing of the journal to be widely distributed on paper using funds from the budget currently allocated. Review of costs will take place at budget setting for 2025.
- The November journal will be distributed widely on paper with the opt out process highlighted.

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- Clerk will request advice on the best way forward to account for income from advertisers in the newsletter.
- The printing in future will be reduced to allow for the opt out.

CPC/24/208 Parish Matters

Gel sacks and flood signs will be collected by Cllr Doel for storage.
 Correspondence from Crudwell School Governors received requesting clarification is the SIDS device will be returned to the original siting at the Green by Crudwell School. It was agreed to respond that the device had been relocated temporarily to obtain data to assist with the possibility of acquiring land for additional school parking. With sufficient data obtained the device will be relocated to its original position shortly.
 Eastcourt SIDS – application for survey is in progress by the clerk.
 Weed suppression to Swillbrook will not be progressed due to the weather and time of year and will be reviewed early next year for possible action.
 Silt clearance by mechanical digger is still planned and we await further timings.
 SIDS update on purchase of solar equipment – Cllr Gilchrist progress, there has been a problem with the connectors but it is thought a bespoke system can be produced.

CPC/24/209 Parish Council website project work

Clerk will make contact and forward notes of layout changes to Re-Start and request an update from them on progress.

The parish council continues to have problems in Outlook settings to use councillor .gov.emails. It was agreed Cllr Gilchrist will request assistance from a family member who will be able to communicate what the problem is. It may be necessary to then seek assistance from an IT specialist.

Closing comments

Clerk to formally respond to Crudwell Church request for grant funding.

Wessex Water - Cllr Gilchrist will draft Crudwell Parish Council's concerns re ongoing flooding and drainage problems to taken to the community day being held at Chippenham library.

It was requested if Parish Council meetings can be changed to a Thursday – Clerk will look at the meeting room availability.

Recent correspondence from a resident concerning flooding – it was not confirmed if this had been responded to and Clerk will clarify.

There being no further business the meeting was declared closed at 8.23 p.m.



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