

## Crudwell Parish Council

Minutes of the **Annual Meeting of Crudwell Parish Council Meeting**  
Held in Crudwell Village Hall on Tuesday 14<sup>th</sup> May 2024 at 7.00pm.

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**Present:** Cllrs P Gilchrist, R Lambley (Vice Chair), G Lawes, O Hughes, N Doel,  
S Butcher  
**Also present:** Lisa Dent (Parish Clerk), Cllr C Berry (Wiltshire Council), one member of the  
public

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### **CPC/24/078 Election of the Chair**

Cllr P Gilchrist (Chair) opened the meeting and requested nominations.  
Cllr Lambley (not present) had agreed to stand and sent his nomination for the role.  
There were no other nominations, following the vote Cllr Lambley was elected as chair,  
term of office one year. Acceptance of term of office is required to be signed.

Cllr Gilchrist agreed to chair the remainder of the meeting, all present were in  
agreement.

*Cllr Berry joined the meeting at 7.04 p.m.*

### **CPC/24/079 Election of Vice Chair**

Cllr P Gilchrist nominated for the role of Vice Chair. There were no other nominations,  
following the vote Cllr Gilchrist was elected as Vice Chair, term of office one year.  
Acceptance of office form was signed and then countersigned by the clerk.

### **CPC/24/080 Apologies and absence**

Receive and accepted for Cllr R Lambley and Cllr Warner.

### **CPC/24/081 Public Speaking**

The member of the public was in attendance from the Crudwell Church PCC and informed  
that grass cutting at the church was costing annually £2,600 in total for weekly cuts.  
Crudwell Parish Council agreed to forward details of their new grass cutting Countrywide  
who also provide services for Crudwell Village Hall and Crudwell School, should they wish  
to procure a quote from them. See CPC/24/089 and CPC/24/090.

### **CPC/24/082 To receive Declarations of Interest in accordance with the Council's Code of Conduct**

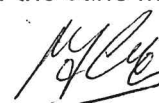
None received.

### **CPC/24/083 Approval of Minutes from April 2024**

Defer to planning. There has been a request to amend a minute item from the April  
meeting.

### **CPC/24/084 To note matters arising and next steps**

- Flooding at Crudwell School Site – defer to next meeting with Swillbrook clearance
- Gullies – recent clearance, it was noted there were some not attended to due to traffic  
management being required.
- Metro count – details of how to apply. Clerk confirmed this had been forwarded to Cllr  
Lawes. Further clarification will be requested on the process of requesting another survey  
including any charges which may be levied by Wiltshire Council for this service.
- SIDS data readings – it was noted this may not be recording all traffic due to the placing  
of the sensor.
- Locality grant – further update required at next meeting.
- Listing of flood alleviation measures – Clerk will prepare this for the June meeting.



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**CPC/24/085 To review and adopt revised Standing Orders from NALC Model Standing Orders 2018 updated April 2022**

The clerk advised of the permitted changes to the document and it was agreed to adopt these Standing Orders.

**CPC/24/086 To ratify and note change to banking authorisation – authorisation level increased to X3**

The banking authorisation level now set at X3 authorised users was agreed and approved by all present.

**CPC/24/087 To note year end turn-out and consider ear marked reserves**

Ear marked reserves were agreed. This report will be attached to the minutes (Suffix 1)

**CPC/24/088 To note: CIL note monies unused. Received March 2023 - £1124.73**

This amount relates to App ref: 19/10217/FUL – The Willows Tuners Lane, Crudwell SN16 9EL. Erection of 1 no. new dwelling and associated ancillary development. CIL monies must be spent within 5 years of issue on approved infrastructure works, agreed by Wiltshire Council.

**CPC/24/089 Crudwell Church – to note and consider church wardens request to contribute towards grass cutting and agree next steps/funding**

It was agreed to defer this item to the next meeting.

**CPC/24/090 Crudwell Church – to note and consider church wardens request to contribute towards grass cutting and agree next steps/funding**

Crudwell Parish Council advised the structure is not on our asset register or on Crudwell Parish Council insurance schedule . It is thought the structure may have been built by parishoners. It has been reported that a tile has come off and one has also slipped. Crudwell Church PCC will clarify the details of ownership and Cllr Gilchrist will speak to a former councillor who may be able to advise on ownership, This item will be deferred to the next meeting to be able to receive further information.

**CPC/24/091 Insurance – to review policy for 24-25 and note new playground fencing has been added to asset register**

Clerk confirmed this has been added to the asset register at no extra charge. Clerk will clarify the level of cover with the insurance company.

Following the completion of the fencing works, new signage will be required and this will be added to the agenda for the next meeting.

**CPC/24/092 To note: Solar Farm meeting to clarify split of community benefit payment of around 70% to Kemble and Ewen Parish Council and 30% Crudwell Parish Council**

It was noted that the community benefit payment to Crudwell Parish Council has been calculated at 30%. This is the percentage of panels on Crudwell parish land.

**CPC/24/093 To resolve accounts for payment**

		£ Net	£ VAT	£ Total
CIX (direct debit)	Domain for parish Council website	65.00	13.00	78.00
Clerk	Salary Feb 24	358.18		358.18
Clerk	Salary March 24	327.64		327.64
Clerk	Salary April 24	187.11		187.11
HMRC	PAYE to above 3 payments	207.40		207.40
Countrywide	Grass cutting	134.42	26.88	161.30
Play Inspection Company	Playground Inspection	165.00	33.00	198.00

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Mrs Browning	Allotments payment	10.00		10.00
Vision	NHP consultancy fees	990.80	198.16	1188.96
WALC	Subscription fees	77.01	75.40	452.41
		<b>£3431.28</b>	<b>£346.44</b>	<b>£3777.72</b>

It was agreed that these payments were approved. Clerk will set up the payments at Loyds bank. Authorised councillors can then approve the payments to be made.

Cllr Gilchrist reported ongoing problems with the parish council email system. Clerk will forward details of a .gov helpline which may assist and will also make further enquiries with CIX.

**CPC/24/094 Audit – Items 1 – 6**

These items are deferred as the clerk has not received the internal audit report and further information from the internal auditor.

**CPC/24/095 Planning**

WC Ref - PL/2023/09595. Address: Land North of Tuners Lane, Crudwell, Malmesbury  
The following comment was resolved:- This application remains Called In. The minor changes made to the application does not change our original view and our previous comment still stands (see Suffix 2)

WC Ref: PL/2024/03218. Address: Chelworth Farm House, Chelworth, Malmesbury  
The following comment was resolved: No comment.

WC Ref: PL/2024/03612 Address: Barn at Land Adjacent to Quelfurlong, Crudwell  
The following comment was resolved: Objection: This new building is outside of the development zone.

WC Ref: PL/2024/03526 - Address: Pettifers, Crudwell, Malmesbury, SN16 9EW  
The following comment was resolved: No comment.

WC Ref: PL/2024/03732 - Address: Brooklyn, Crudwell, Malmesbury  
The following comment was resolved: We are concerned about the scale of this building in this location. Post office green is the historic hub of our community, all buildings addressing the green, including the building proposed to be demolished, are pre C20th traditional stone cottages. To remove the cottage and replace it with a building of this scale is completely inappropriate. We would like to see the applicant consider removing the inappropriate C20th block cladding to the facade and restore the original building.

Appeal notice - Wilts Council reference: PL/2023/0936. Address: Field Farm House, Eastcourt, Malmesbury, Wilts, SN16 9HP - Details: Removal of Section 106 Agreement in relation to N/05/03043/COU. Inspectorate reference: APP/Y3940/W/24/3338782

The following comment was resolved: Objection. The Section 106 is in place in perpetuity and we consider it should remain that way and object to its removal.

Request Gullies team at Wiltshire Council attend to Henstridge House, Tetbury Lane. Works required to an exposed Gigaclear cable and major works required for a new drainage pipe to be fitted. Highways engineer R Chivers is aware and Cllr Berry has been in dialogue to try and assist and expedite matters.

**CPC/24/096 Approval of Minutes from April 2024**

Crudwell Parish Council noted a request to re-word a response item on April draft minutes. This was not approved by the council. The minutes from April 2024 were agreed by all present as an accurate record of the meeting and were signed by the Chair.

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**CPC/24/097 Wiltshire Council Report – Cllr R Berry**

There is some additional funding for road repair and maintenance. Recent article in Sunday Times rated Wiltshire Council very poorly against other unitary councils. The councils financial position has improved significantly post-Covid and childrens services and social care continue to be a major expense.

Malmesbury Town Council are to consider tonight a vote of No Confidence in Wiltshire Council. This is following the intended closure of the Wiltshire Council leased Riverside centre which is a community hub used by approx. 40 community groups. Also there have been some contentious planning issues to the town which has contributed to the need to take such action.

**CPC/24/098 Neighbourhood Plan report – Cllr S Butcher**

In the absence of Cllr Lambley, Cllr Butcher provided a brief update. Cllr Butcher has recently been involved in registering green spaces. No response on the Locality Community grant.

***No Community report was available.***

**CPC/24/099 Parish matters**

Playground inspection report – Cllr Lawes will review and this will be deferred to the June meeting for any actions.

Annual Parish Meeting – Subject to agreement from Cllr Lambley who will be chairing the meeting, this was agreed as 15<sup>th</sup> June 2024 at Crudwell Village Hall at 11.30 a.m. Portrait of King Charles III has been received and it was agreed we will donate this for display at Crudwell Village Hall.

Mapping of land ownership – it was confirmed there is no further actions of clarification required.

Parish Steward – no attendance in May. It will be communicated by Cllr Berry that the Crudwell Bike Ride route would benefit from review for verges to be cut back and road condition reviewed.

Stiles and footpaths – no update.

SIDS – no response as yet to the query regarding the connections needed to affix the solar panel.

WOIC – No response from the person who initially made contact.

**CPC/24/100 Parish Council Website meeting with Re-Start and clerk.**

Any councillors welcome to attend, online at 6 p.m.

**CPC/24/101 Closing comments**

Cllr Lawes has requested a sabbatical as a councillor for 6 months, this was agreed by the council who has found his input as a councillor focusing on planning issues incredibly helpful.

Cllr Gilchrist was thanked for his many years service as Chairman and it was acknowledged his knowledge of governance and meeting procedures has enabled the council to move forward and its focus on being productive to the benefit of Crudwell parish.

Cllr Warner queried if the plastic tree sheaths to the young trees on the Village Green should be removed. It was agreed this should be actioned.

Poors (Crudwell) Charity requires a new link councillor and roles and responsibilities will be resolved at the next meeting in June.

There being no further business the meeting was declared closed at 8.57 pm

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## **Suffix 2.**

WC Ref - PL/2023/09595. Address: Land North of Tuners Lane, Crudwell, Malmesbury

At the Crudwell Parish Council meeting on 14<sup>th</sup> May 2024, the following comment was resolved:- This application remains Called In. The minor changes made to the application does not change our original view and our previous comment still stands (as follows) - from January 2024 Crudwell Parish Council meeting, the following comment was resolved:-

**WC Ref:** PL/2023/09595 Address: Land North of Tuners Lane, Crudwell, Malmesbury, SN16 9EN  
**Called in by Cllr Berry**

The following comment was resolved: Objection/Crudwell Parish Council supports the proposed site layout and some of the proposed street scenes and objects to the design of some of the proposed dwellings in relation to proposed street scenes B-B and D-D. The site of this application is allocated in the Crudwell Neighbourhood Plan 2019-2026, (made May 2021).

The Tuners Lane site was allocated (to meet Local Plan and local Affordable Housing requirements) partly due to the location of the site which enables the creation of a continuous footway between the site and the A429.

This is noted in the representation from the Highway Department Development Control team, and the Parish Council would expect this improvement to be delivered by the applicant, also detail of the access and roadside improvements required adjacent to the site including the existing lay-by.

It is noted that Policy DD2 of the Crudwell Neighbourhood Plan requires development proposals to have regard to the Crudwell Design Guide and a CLG (Community Liaison Group) was established to review the scheme's design through various iterations of the site layout, and as a result of that collaborative working-the Parish Council supports the submitted site layout. The Highway Department Development Control team raises concerns about the parking for plots 1-6 being behind these dwellings. There was a keenness to ensure that the view of this row of cottages from Tuners Lane and other areas to the south was not harmed by parked cars, and it is for this reason that parking is proposed to the rear. On that basis, the Parish Council would not want to see this arrangement altered.

Flooding is a highly significant risk in Crudwell and while we welcome the conditions re betterment proposed by Wiltshire Council's drainage engineers, concern remains that surface water run off both to and from the site is appropriately managed and mitigated, particularly given the challenges of climate change. In relation to the proposed street scenes, after some alterations and iterations, the Parish Council now supports scenes A-A and C-C, but has concerns about scenes B-B and D-D. It is to these proposed street scenes that the Parish Council objects, as detailed below.

### **Street Scene B-B**

This row of homes will be very prominent in views from a number of public viewpoints, including footpaths CRUD8 and CRUD9, CRUD10 which runs along the site's eastern boundary, and from Tuners Lane itself, so it is important that this street scene is designed well. The Parish Council believes the design should acknowledge that although this row of homes is part of the Tuners Lane allocation; its location is unusual in that it has substantial open space on two sides – existing open farmland to its east and proposed open space to its south. This provides the opportunity to design a series of buildings that appear to have been located in an open countryside location for some time, perhaps as barn like dwellings in a farmyard style. The Parish Council has a specific concern about plot 25, and would like, as a minimum, for this to be joined to another larger house.


### **Street Scene D-D**

The Parish Council believes that there is an opportunity for this street scene to be improved to reflect more of an agricultural barn style of dwelling. The inter-relationship between the proposed bungalow (which we understand is a requirement of Wiltshire Council), the parking courtyard to its east, and then row B-B, provides an opportunity for the design of this part of the scheme to reflect a former farmyard area, and this is what has been asked for in discussions with the applicant, and that the Parish Council would now request that Wiltshire Council explores.

Including a bungalow in the street scene inevitably leads to a break in the roof ridgeline, so this idea provides the opportunity for an alternative style of design for this building.

As with plot 25, the Parish Council would like the isolated narrow dwelling on plot 12 to be avoided, probably by combining it with a neighbouring detached dwelling.

Crudwell Parish Council would welcome these changes being made and we request that the applicant should consider these revisions.

  
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