

CRUDWELL PARISH COUNCIL

Tuesday 6th March 2018 Crudwell Village Hall At 7.00 p.m.

Present: Cllr P Gilchrist (Chairman), Cllr T Fraser (Vice Chairman), Cllr A Stewart, Cllr J Capper, Cllr A Smith, Cllr S Grainger, Councillor M Credicott, Cllr C Berry (Wilts Council)

1. Apologies for absence – Received and accepted for Cllr Lawes, Cllr Stanford

2. Declarations of Interest in items on the Agenda - NONE

To receive any declarations of interest in items laid out in this agenda in accordance with the Parish Council Code of Conduct.

3. To confirm the Minutes of the Council Meeting held on Tuesday 6th Feb 2018

Resolution: To approve Minutes from 6 th Feb 2018 as a proper record	Motion proposed: MC Secoded: ASt
Clerk to file and upload onto Parish Council website.	All present in favour

4. Matters Arising from previous meeting minutes

Views from residents/survey cards can still be submitted, NHP to email this to residents and in What's On.	Cllr Credicott/Clerk
Rommel Lane – check on any updates to reported problems re road surface	Clerk awaiting response from M Perrott.

5. Finance – to include (1) Income £20 allotment rents, 9 Feb £0.97 interest and current bank balances 1st March 2018 Treasurers £16,321.91 Bus bank £22,925.33

(2) Accounts for payment

Invoice	For	Amount	Chq No	
Mrs Browning	Annual payment for allotments use 2018-2019	5.00	001237	Proposed by MC Sec by ASt All present in favour
CIX (formerly ICUK)	Hosting renewal Crudwell PC website	108.00	Direct debit	Proposed by ASt Sec by AS All present in favour
Clerk invoice	Feb 2018	331.35	001240	Proposed by MC Sec by ASt All present in favour
Vision Planning*	NHP consultancy work	1370.00	001238	Proposed by MC Sec by ASt All present in favour
TCL Playground	Deposit for swings	6000.00	001239	Proposed by ASt Sec by AS All present in favour
Total amount to be resolved		£7814.35		

*To clarify the unit (day/hour etc) of the planning consultant	MC
NHP proposal re what can be completed by working parties etc outside of the consultant to circulate	MC

P. Gilchrist
1/4
03.04.18

(3) Arrangements for 2018 audit

The internal audit has been booked for Fri 20th April at Clerks address through Auditing Solutions. Accounts will close on 30th March for the financial year.

Clerk to forward action plan from last internal audit and conclusion notes from Granton Thornton	Clerk
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(4) Financial risk assessment review

In accordance with the annual audit, the Financial Risk assessment was reviewed. With one change to clarify Clerk will complete invoicing for allotments.

Clerk to note and forward amended document to Auditing Solutions.	Clerk
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(5) Ear marked reserves review

The following reserves were agreed, to be declared during the audit process.

750	Replacement Xmas lights
1599	Monies from CIL grant
3250	Monies from NHP Grant
1000	Parish Council NHP reserve
5000	Swings upgrade project
1750	Fresh Air Fitness reserve
1500	Trees
200	Memorial Garden
5000	SID and accessories
350	Clerk gratuity
1000	Election costs
1000	Printer / projector
3000	Bus stop enhancements
3000	Noticeboards refurbishment

£28, 399 Total earmarked

(Kissing gate area – this was discussed as an area which could be improved in the future to ease access to families and pushchairs, such as hinged gate.)

(6) Confirmation of CIL monies use and timescale – 5 years from receipt and certain criteria only. Report every year end what/how the money has been spent to the relevant department at Wilts Council. that CIL is to be spent on the provision, improvement, replacement, operation or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on an area. The CIL monies received must be used within 5 years of payment being received.

Proposed by PG seconded by TF and all present in favour that the Current CIL monies £1599 be used towards the swings project	Clerk to inform
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6. Planning:

1. Notice of Appeal: Site: Ravenscourt, Crudwell, Malmesbury, Wilts SN16 9ER

Proposed development: Change of use of part of dwelling to mixed use D1/C3 comprising ancilliary accommodation being used as a yoga studio. Inspectorate reference: APP/Y3940?W/17/3189176 Comments close 28th March 2018

J. Riddell
214
03.04.18

No comment.

7. Wilts Council Report (Cllr Berry) – Standing Item

Cllr Berry advised Wilts Council budget is moving forward. A challenging year, some monies from Rural Fund and Government will be allocated to Highways. Cllr Berry has been in contact with parties concerning the recent planning application at Kemble Wick which was ‘called in.’ The Ridgeway Development path/wall, residents had been in contact with Cllr Berry who had responded.

8. Neighbourhood Plan (standing item)

(1) Update on progress from Neighbourhood Plan Steering Group – Cllr Credicott

Progress has moved on a great deal in a short amount of time, including detailed proposal with costings. Contact has been made with developers re phase II of the proposal – drawings available in Showhome and there is a public meeting scheduled at Mayfield Hotel on 20th March from 2 pm till 7 pm.

In terms communication to NHP, proposal site submitted for 29 houses in the 'call for sites' part of the NHP process. Also submitted was the remainder of the field as a site. It was noted that an Inspectors decision in a similar circumstance was to 'reject'. In an email from Hunter Page, words used were: 'field to west under the control of Edenstone.' ~~It is also thought another area is under option, the alleyway Tuners Lane into field, opposite side of the stream / to allotments.~~ *PG*

Regarding the recent consultation to residents and number of responses received back, Wilts Council say it was not a 'bad' amount of responses on a first engagement.

Focus groups emerging on themes, such as design, environment etc should hopefully draw people into areas of their particular interest.

Development boundaries : there can be a degree of flexibility in that satellite villages (such as Eastcourt, Chelworth, Murcott, Chedglow, Kemble Wick etc) may be seen as not 'sustainable'.

There is a Neighbourhood Plan Group meeting on 14th March, meeting at Crudwell School and residents are encouraged to attend and become involved in the NHP process.

Housing Needs survey has been completed and sent in to Wilts Council detailing that between now and 2026, there is a need for 20-25 dwellings excluding 10-11, so a further 20-25. Until 2036 another 42. This is based on census data, growth patterns etc

It was noted that X7 possibilities were put forward in the 'Call for sites'.

9. Parish Matters

(1) Parish Steward – Tasks.

Road gullies requested to be cleared again	Clerk to inform Cllr Stanford
Eastcourt Road, Crudwell sign has fallen over.	Clerk to inform Cllr Stanford

(2) Speed Indicating Devices/Community Speedwatch

Speed Indicating Device is due to be collected this Friday and Cllr Fraser and Gilchrist will receive training on how to retrieve data from the unit. It may be installed this weekend subject to insurance etc. Proposed to be sited at the North end of the village, in the same place as the unit which was trialed in December. 12 months warranty, the company can also provide ongoing maintenance.

Insurance to be put in place for the use of the device	Clerk to contact Zurich
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It was requested if Cllr Stewart could inform Cllr Gilchrist of those persons previously interested in forming a Community Speedwatch, as confirmation has been received that this can go ahead.

(3) Swings Upgrade Project

Swings have been ordered, despatched from Poland, still aiming for installation at Easter time. Annual play area report received, in general terms the inspection identified mainly low risk problems or very low risk. Maintenance contract to the main multi play frames was discussed sometime ago and Creative Play operate 3 x packages for inspecting and maintenance. It was agreed without a maintenance contract it would be difficult to source the spare parts and arrange maintenance. It was agreed that we shall instigate a Creative Play maintenance contract at the cheapest package of £250 annually. Cllr Fraser will liaise with regards to the items already identified in the recent report.

Fresh Air Fitness also offer a similar service, with a maintenance charge against each piece – total annual cost including call out charge/mileage £419 plus vat = £502. They will visit and service FAF in accordance with our report from independent inspector.

There are some issues with corrosion to the pieces, Cllr Fraser will inform on the visit.

PG
3/4
03.04.18

Proposed by TF and seconded by PG and all present in favour that we undertake the Creative Play annual contract.	Cllr Fraser to inform
Proposed by PG and seconded by TF and all present in favour that we undertake the Fresh Air Fitness annual contract.	Cllr Fraser to inform

(4) 2x bins for the Play Area/FAF area

To enquire if there are 2 x suitable bins available for use in the Playground area, which may be unused/in storage elsewhere?	Cllr Berry
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(5) Naming of Athelstan Park

The Parish Council was somewhat disappointed in not being consulted with regards to the chosen name 'Athelstan Park' for the Ridgeway Development.

(6) Repair/Refurbishment of Notice Boards

It was agreed that the various noticeboards require some level of maintenance/refurbishment.

To review the boards, assess what work is required to bring them to a reasonable standard. Have previously used the company Woodworx.	Cllr Grainger
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(7) Bus shelter

Ongoing, Cllr Lawes is in the process of measuring and looking into window enhancements.

(8) Storage of archived Parish Council documents (Held by Cllr Berry CB)

2 x filing cabinets of historic Parish Council records	Cllr Gilchrist will arrange to collect.
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(9) Playground inspection and remedial action – covered previously.

10. Closing comments/Chairman to close meeting

There being no further business the meeting was declared closed at 8.20 pm.

11. Matters for the next meeting Tues 3rd April 2018

Gilchrist
4/4
03.04.18