

CRUDWELL PARISH COUNCIL

Tuesday 1st August 2017 Crudwell Village Hall At 7.00 p.m.

Present: Cllr T Fraser, Cllr P Gilchrist, Cllr J Stanford, Cllr C Berry (Wilts Council)

Present: The following members of the public were in attendance:

Roger Wilson, Skip Walker.

To be co-opted to the Parish Council: G Lawes, M Credicott, A Stuart

1. Apologies for absence – None.

2. Declarations of Interest in items on the Agenda – None.

3. To confirm the Minutes of the Council Meeting held on Tues 4th July 2017 and to confirm Members had reviewed their Register of Interests.

It was resolved that the Minutes from the previous Parish Council meeting held on Tues 4th July 2017 were approved as a true record and were signed by Chairman Cllr Gilchrist.

Clerk to file and upload onto Parish Council website.	Motion proposed: JS Seconded: TF
It was confirmed that Councillors had reviewed their Register/Declaration of Interests.	JS 11/7/17, TF 5/7/17, PG 11/7/17.

Public Speaking Time

Skip Walker was in attendance - former editor of Wilts and Gloucestershire Standard newspaper publication, now retired but working freelance and resident of Crudwell. An article will be published this week in Malmesbury edition of the newspaper on the proposed Ridgway Farm development and the campaign opposed to it. The speaker offered assistance and can be contacted on skip.walker@btinternet.com. It was confirmed that the Neighbourhood Plan Steering Group are aware of the offer of assistance and have contact details. S Walker stated that the group will need the full support of the Parish Council and the Chairman commented the Parish Council is committed to fully supporting the group both financially, with technical knowledge and any other assistance we can provide and that the Parish Council is fully behind the production of a Neighbourhood Plan. The Parish Council thanked S Walker for her interest and offer of assistance, and noted that as a resident of Crudwell would be unable to campaign professionally as would be considered biased, but as all residents of Crudwell, has a personal interest in how the planning issue will proceed.

Roger Wilson (former Parish Councillor) was in attendance and advised was pleased that Parish Council is enlarging in number of Councillors. R Wilson stated former developments in the village including The Dawneys, The Butts and Kingsmeadow have helped make the local area what it is today and hoped there would be a tolerance to growth in the village. It was agreed that the infrastructure such as schools, sewers, drainage would need to be addressed and these areas can be improved from development in the area. R Wilson hoped that the Parish Council would be able to address not just the potential development issue but other areas which may have been in abeyance due to the lack of Councillors wishing to become involved in the Parish Council. This was acknowledged by all present and agreed the new in-flux of councillors would enable the Parish Council to move forward in a positive manner. It was agreed that the structure and consultation element within the compilation of a Neighbourhood Plan will require evidence of a thorough and wide consultation and this will take time.

Public speaking closed 19.18.

*PG Credicott
05.09.17*

4. Parish Council – Co-Option of New Councillors – 6 vacancies

(1) It was resolved to co-opt new Members present who have confirmed eligibility and receive signed Declarations of Office and they were advised on the completion of Declarations of interest.

To co-opt M Credicott, G Lawes and A Stewart as Councillors to Crudwell Parish Council	Motion proposed: PG Seconded JS All present in favour
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Declaration of Office Forms were signed by the above and witnessed by the Clerk	Clerk to inform Wilts Council Elections of new Councillors, to update Parish Council website and Wilts Council website, create parish Council email addresses
Declaration of Interests – New councillors to note obligation to register interests in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Declarations of Interest to be reviewed/updated within 28 days, Clerk will provide link to complete online.	

As Co-Opted Councillors, M Credicott, G Lawes and A Stewart were invited to take part in the remainder of the Parish Council meeting, and were welcomed to Crudwell Parish Council.

5. Finance

1. Current bank balances

Balance to 31/07/17	Treasurers Account	£ 14,017.54
Balance to 31/07/17	Business Bank	£ 22,918.62

Income – July 2017

Name	For	Date	£ Amount
Lloyds	Bank interest	10.07.17	0.97

Accounts for Payment & Chqs for signature

	For	£ Amount	Chq No	Motion Proposed/Seconded
Clerk	July	£439.98	001211	TF/JS
ICUK	Additional data charges	£57.11	DD	TF/JS
Total amount to be resolved		£497.09		

It was noted that the accounts have been updated with the amount of £250 Ear Marked for Memorial Garden as agreed at the July meeting.

Clerk to update the ICUK parish Council data hosting to a level of 12.5 mb which we have been advised by ICUK is required to stop additional data charges, at a cost of £150 per annum (pro rata against the account we are currently subscribed to.) Motion proposed/seconded GL/MC and all present in favour.

Cllr Stanford left the meeting at 1931.

6. Planning – applications received

(1) Application Number: 17/05931/FUL Proposal: Replacement of existing bungalow **Site Location:** Meadow End Murcott Malmesbury Wiltshire SN16 9EX

Comments by: 04/08/2017	No comment
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2) Application Number: 17/05937/FUL Proposal: To demolish existing bungalow and erect 2 storey house on same foundation. **Site Location:** Meadowbank Crudwell Malmesbury Wiltshire SN16 9EU

Comments by: 04/08/2017	Reference hipped end, change to dual pitch would be in keeping local vernacular.
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(3) Application Number: 17/05970/FUL Proposal: Alterations and Extensions **Site Location:** Lime Barn West Crudwell Malmesbury Wiltshire SN16 9EF

Comments by: 02/08/2017	The Parish Council has concerns regarding surface water drainage feed to Swillbrook (flood risk and on edge of flood plain). The historic restriction for holiday homes on property was noted Prefer natural stone as roofing material.
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PTCubert
05.09.17

7. Items for decision

(1) Possible financial support for proposed new defibrillator at Wheatsheaf public house

This is an initiative of the Landlord of The Wheatsheaf public house, who intends to raise funding through community events and has approached the Parish Council for financial assistance. The Parish Council owns and maintains the defibrillator at Crudwell School and it was agreed there had previously been an aspiration to have a defibrillator onsite at the Village Hall due to the location and events held on the recreation ground. All present agreed it was a worthy cause and if the unit could be the same specification as the one at the school it would be beneficial in terms of consumable items such as replacement pads/batteries and knowledge of maintaining the unit. There are other routes the Parish Council could assist with regarding raising funds and it was agreed by all present, further information regarding the specification of the unit would be sought before the Parish Council would commit to donating to this project.

Clerk to draft a response to Landlord of The Wheatsheaf

(2) Allocation of responsibilities for Councillors – agreed as follows: -

Malmesbury/Area Board Meetings	PG but all Councillors encouraged/welcome to attend
Parochial Officer Eastcourt	JS (proposed, but not in attendance)
Parochial Officer Chelworth	GL
Parochial Officer Chedglow	PG
Parochial Officer Crudwell	TF
Footpaths	MC
Financial Support Officer	TF
Village Hall Representative	To be confirmed next meeting
The Crudwell Trust	TF/MC
Transport and Highways	PG
Information Officer	TF
Risk Management Officer	AS
Neighbourhood Plan Councillor	MC
Data Protection Officer	PG
Planning Officers	GL/AS (subj to conflicts of interests)
ADDITIONAL TASKS	
Weekly defib checks and online logging	AS
Play area inspections	AS
Posting to agendas to all noticeboards	PG
Refurbishment of noticeboards*1	Councillor reqd to co-ordinate works needed - tbc
Parish Steward co-ordinator *2	JS (proposed, but not in attendance)
Emergency Plan	To be confirmed next meeting
Community Speedwatch	JS (proposed, but not in attendance)

* 1 Noticeboard locations are Chedglow, Tuners Lane, Chelworth, Eastcourt, Wheatsheaf and Village Hall

* 2 Clerk to forward information to PG.

8. Parish Matters

(1) **Use of 'A' Boards by local businesses.** It was confirmed by Cllr Berry that local businesses can use one A Board but not several. The issue had been reported by a local resident regarding the grassed area by the Memorial Green.

(2) **Allotments gatepost – repair required.** Cllr Fraser advised that following a report from a local resident arrangements have been made for the gatepost on allotments to be replaced with galvanised finish at a cost of £95. It was proposed by PG and seconded by TF and all present were in favour to proceed.

(3) **Playbark retaining shuttering damaged** – a temporary repair had been effected by Cllr Fraser to prevent playbark spilling onto grass and Willis Bros will inspect, quote and advise if there should be more stakes with shuttering replaced.

(4) **Swillbrook/drainage engineer** – Cllr Fraser advised Swillbrook area has been cleared and weeds removed. The issue now is to see how Wilts Council want to proceed with maintaining the 'silted' area under the bridges and Cllr Fraser will report further on this. The Parish Council is investigating a weedkilling spraying regime (aquatic approved product) which they are aware other Parish Councils in the locality use and will approach the Environmental Officer for further advice and necessary permissions. Cllr Berry suggested contact with the flood working group, who may offer assistance.

*DF Curran
03.09.17*

(5) School parking/crossing – It is hoped that following the recent building works to the Rectory that the school parking/crossing issue will improve and this will be monitored by the Parish Council.

(6) Memorial Garden – Cllr Fraser confirmed that various volunteers have maintained this area for several years but due to necessity the Parish Council has had the area cleared and tidied and the hedges trimmed. The central flower bed will be dug to remove weeds, and then require extra soil added to make a reasonable bed for plants. Elizabeth Churchill was thanked for her assistance and it was confirmed £120 spent so far from £250 allocated to this project. In the future, the Parish Council could consider replacing the 'plate' to the stone on the Memorial Garden to designate the area.

7) Community Safety – Investigation will be made into speed indicators at both ends of the village, there are suitable locations in mind and would need to consider power supply, finance, installation and maintenance. All agreed this was a good aspiration and further enquiries will be made at the forthcoming CAT G meeting in September.

R Wilson left the meeting at 20.45

9. Neighbourhood Plan

(This will be a standing item at each Parish Council meeting to discuss progress)

(1) Parish Council support and involvement to Neighbourhood Plan Steering Group re proposed contracting of Planning Consultant to Site Allocation Consultation from Wiltshire Council.

The Chairman advised the Parish Council had been approached for financial support to engage a planning consultant to the site allocation consultation and that he attended the recent Neighbourhood Plan meeting at the Rectory. It was confirmed the Parish Council had no mandate to support such a planning consultant and the planning consultant in attendance at the meeting advised he was not aware of a consultant having fees paid in this manner. To enable expenditure of this level, x3 separate quotations would need to be provided and the time for the Parish Council to act would be outside the consultation periods. There is Crowdfunding in place to finance this issue and the Parish Council is pleased to advise it is going well and on target.

(2) Parish Council support and involvement to Neighbourhood Plan Steering Group re preparation of a Neighbourhood Plan for Crudwell.

The Chairman confirmed as a Parish Council we need to have a Neighbourhood Plan in place and we are in full support of this and that the Clerk would be available to assist with completing the Locality funding forms. All Councillors present were in favour.

Cllr Berry provided some background information from Wilts Council, regarding spatial planning, and designated areas (how areas designated by Area of Outstanding Natural Beauty, having a Neighbourhood Plan or Emerging Neighbourhood plan has affected the planning allocation.) It was agreed Crudwell will need to build a strong defence beyond the allocation and with a rolling 5-year land supply, we will need to be revising and consulting on this matter. Our Neighbourhood Plan will not stop allocation but it would help with determining where housing will be allocated and part of this will be looking at how housing has been delivered in the past and how we will deal with the allocation in the future. The Neighbourhood Plan will determine how many houses are needed by way of a survey and identify potential sites and will deliver a strategy that the public will be consulted on.

Councillor Mike Creditcott was confirmed as the Parish Council 'link' to the Neighbourhood Plan Steering Group.

The Chairman requested if the following information could be clarified/provided: -

When the previous Neighbourhood Steering group was established they needed to confirm

1. Terms of Reference and 2. a Neighbourhood Plan contact at Wiltshire Council.

M. Creditcott to advise

M. Creditcott
05.09.17

It was requested that an update be given to the Parish Council from the Neighbourhood Plan Steering Group at each Parish Council meeting on progress made.

M. Creditcott to advise

(3) Parish Council response to Wiltshire Council Future Housing Plans

This is solely the Parish Council response to the site allocation consultation and is a separate response to any individual residents or the collective Neighbourhood Plan group response.

There will be the September Parish Council meeting before we will submit our response and the Chairman advised he will draft the comment and send to councillors for their amendment/feedback.

It was agreed that all residents who feel strongly about the site allocation should be encouraged to make their comments known to Wilts Council during the consultation process.

10. Further Comments

None. The Chairman declared the meeting closed at 21.36

Items for agenda Sept 2017

Ellen – Dementia Services

Co-option of new councillor

Wilts County Council report to be added as a standing item

Hard/paper copies of plans to cease - projector

PTC
05.09.17.