

CRUDWELL PARISH COUNCIL MINUTES

Tues 6th April 2021 7 p.m.

Present: Cllr P Gilchrist (Chair), Cllr R Lambley, Cllr G Lawes, Cllr N Doel, Cllr A Stewart,
Cllr R Berry (Wilts Council)

Meeting of the Parish Council will be held remotely via Zoom due to the current Covid 19 pandemic

<https://zoom.us/j/95702459875?pwd=M3JGaTJVSnhVK0hvM3FGU0d1cXdnUT09>

Meeting ID: 957 0245 9875 Passcode: 052910

The Public and Press are cordially invited to be present. The order of business may be varied. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

PUBLIC SPEAKING – 10 MINUTES IF REQUESTED

- 1. Meeting opened** at 7.06 pm by Chairman Peter Gilchrist, who informed it was being recorded to assist in producing Minutes and all present welcomed. 3 members of the public present. Apologies received from Cllr T Fraser, Cllr J Stanford. Cllr S Grainger absent. This being the last Parish Council meeting before Elections in May 2021, the Chairman thanked all Councillors for their assistance.
- 2. Declarations of Interest to items on the agenda** – Cllr R Berry/Cllr G Lawes (Planning 7.1). Cllr Lawes was given a dispensation to inform Councillors of the changes to the planning application.

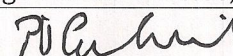
3. To approve Minutes of the Parish Council meeting Tues 2nd March 2021

1. It was proposed that the above Minutes were approved, and Chair will sign and return to Clerk. Clerk to upload on website.	Proposed by: GL Seconded: AS All present in favour.
---	--

4. Matters Arising March 2021

Overgrown protruding bushes/ shrub roots – The Street. PG has visited this location and traffic is having to move road positioning to negotiate the planting.	A resident notified Wilts Council on the reporting App and the area shows some attempt to 'tidy', but it was agreed more robust measures are needed to clear the obstruction. Clerk to draft letter to owner of property.
Review Playground Inspection report	More detailed review post elections meeting.
Gullies clearance visit	Response from M Perrot, we await further details from Wiltshire Council sewers
Guttering to repair at bus stop	This repair is completed.
Gigaclear to repair grassed area following cable works/Tuners Lane	We have received notification Gigaclear contractors will return to complete repair and tidy.
Resident at Gooselands – enquiry re possible works to hedge. Clerk will inform resident	It was agreed that in the opinion of the Parish Council (1) the proposed hedge works would be classed as maintenance and therefore no permissions would be required re boundary or otherwise. (2) it is permissible to carry out maintenance to the hedge in the proximity of the manhole cover.
Fallen tree removal	This has been completed by Mr Wilson – Parish Council to send their thanks.
Ownership of grass enquiry by Wiltshire Council	The location is on The Ridgway estate and a resident has been cutting a small area of grass and he is now moving away. It was agreed to see if another resident steps forward to tidy the grass and if this is not the case, we will inform Wiltshire Council to manage as it is a roadside verge.
Kissing gate/Village Hall access	It was agreed a different style gate would provide better access and this would require consultation with the Village Hall Committee, and it

P Gilchrist – Chairman



25/05/21

P45

	was agreed to roll this item over to the new Parish Council post Elections.
Chapel Close/Rubble left by contractors	PG advised he had viewed the location and there is a quantity of rubble, plastics, leftover electrical waste and this may have also attracted fly tipping. The field was originally a furrow field. There are also 2 fence panels at Chapel Close which have come down in the recent high winds. Clerk to inform Edenstone developments.

5. Parish Council Elections 2021 1. to note end of remote meetings 6th May 2021 2. The new Council takes office four days after the election therefore on 10th May. Annual Meeting of the Parish Council must be held between 10th and 24th May in accordance with the law. This applies to all councils that have elections this year, regardless of whether the election is contested.

To re-schedule May 21 Parish Council meeting to include Annual Meeting of the Parish Council, to elect Chair and other statutory annual requirements	May meeting (first meeting of the new Parish Council and also Annual Meeting of the Parish Council) will take place on Tues 11 th May. Venue will be confirmed, Clerk to investigate rebooking Crudwell Village Hall.
--	--

6. Finance To include (1) Current bank balances 30/03/21 Treasurers £7998.20 Bus Bank £16947.55 (2) Accounts for payment

		Net	VAT	Total
Zoom	Monthly subscription payment	£14.39		£14.39
WALC Wiltshire	Annual Subscription	£377.54	£75.51	£453.05
CIX	PC Website Domain hosting	£90.00	£18.00	£108.00
CIX	My Crudwell Domain and Privacy	£14.00	£2.80	£16.80
ICO	Annual Subscription	£40.00		£40.00
Clerk salary and expenses	March 2021	£349.74		£349.74
HMRC	March 2021	£36.40		£36.40
ID Verde	Treeworks	£618.03	£123.60	£741.63
Busy Fingers	NHP Referendum printing 500 colour 2 sided	£169.20		£169.20
Total		£1709.30	£219.91	£1929.21
The above invoices were approved for payment. Clerk to cancel Zoom subscription due to remote meetings no longer being permissible.		Proposed by RL seconded by AS and all present in favour.		

(3) VAT reclaim- it was noted that has not been received into the bank account. Clerk to monitor.

(4) Clerk pay scale increase from 1st April 2021 – it was noted that no SCP pay sale notification had been received from National Association of Local Councils.

Audit arrangements/accounts closing 31.03.21 (5) Annual Governance Questionnaire rollover to May 2021 meeting as need to confirm whether the turnover of the Parish Council is above or below £25,000 (6) Date of remote internal audit – Clerk advised this would take place 9th June 2021.

7. **Planning/Development** 7.1 **Application Ref:** 21/01802/FUL Application for Full Planning **Proposal:-** Dependent persons annex (with accommodation for carer) and building to house gym and plant room - resubmission of 19/10396/FUL - relocation of proposed building.

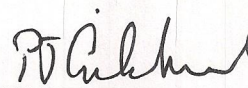
At: Lower House, Chelworth, Malmesbury, Wilts SN16 9SF

Comments by: 08 April 2021

Link to documents: <https://unidoc.wiltshire.gov.uk/UniDoc/Document/Search/DSA,920167>

The plans were reviewed by Councillors detailing the relocation of building and the following comment was resolved: NO COMMENT. Clerk to inform via planning portal website.

P Gilchrist – Chairman



25/05/21

P245

7.2 Revised Comment submitted 24.03.21 – New Premises Licence application for a static 747 aeroplane at Cotswold Airport (Kemble Airfield). To note that the revised comment had been submitted.

9. Wiltshire Council report

In purdah with Elections taking place in May. Development in Chippenham causing some concerns re the expansion of housing and the additional Eastern Road. In our area North Wiltshire area, nothing of any significance to report. Some concern from other parish councils re movement of development re traveller sites around Minety with some enforcement around Minety and also Ashton Keynes. The issue with solar farms continues and someone has approached the new owners of Swillbrook farm in Minety to site battery capacity. Questions were taken : Q Please update on reasoning of increase in Council tax? This has risen by the maximum amount to effectively safeguard the Council against future issues. Council Tax has been capped for a considerable time and taking the full 3% social care in first year instead of spreading it over 2 years, totals 72p a week. Q Any further feedback from recent Speeding meeting? Feedback from the Dep Crime Commissioner currently in place, is that there is no appetite to pursue auto speed watch camera follow-ups but all of the candidates for Police and Crime Commissioner have specified their support to do so in future. It was noted a device used near Wotton Under Edge has a capacity to measure average speed and is calibrated. Gloucestershire police are utilising this device, no further details from Clerk at Kingswood Parish Council but seems an interesting development for the future.

10. Neighbourhood Plan Steering Group Report (Cllr R Lambley) – Standing Item

This period has been extremely busy for the executive members of the NP Steering Group preparing for the Referendum which is taking place on the 6th May, the culmination of three years voluntary work by the Steering Group.

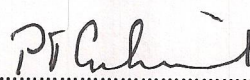
We have worked together to produce a leaflet which will be distributed to all parishioners by the 13th of April, a week before the deadline for application for postal votes (recommended by the Returning Officer). A copy of the leaflet has been sent to Councillors in advance of the meeting, the text is neutral in tone as is required by the regulations and outlines the content of the Plan together with what the impact will be if the Plan is adopted (made) or if it is rejected. These are summarised as follows:

- Without a 'made' Neighbourhood Plan, it is easier for developers to get planning permission for any amount or type of new housing anywhere in Crudwell. The Neighbourhood Plan provides the community with some control over the location and design of new development, and a say in how its impact should be managed.
- If 50% or more of voters vote 'no', the Plan will not become 'made' and local development and planning decisions will be made without reference to the policies it lays out.

In parallel with production of the leaflet we are executing the following activities of the Referendum communications and awareness plan:

- Notices are in the process of being posted throughout the village as required by Wiltshire Council.
- The Neighbourhood Plan section of the website has been refreshed and updated to include the Referendum information.
- The FAQ section of the site is being updated and refreshed.
- A link to the Referendum version of the NP (published on Wiltshire Council website) has been provided on the my-crudwell site for ease of access.
- Notification of the Referendum, the key dates together with all supporting information including the content of the Plan and how to vote were sent out to all 311 subscribers of the NP my-crudwell mailing list on the 28th of April 2021.
- Further email notifications and reminders will be sent out in advance of and leading up to the 6th May.
- Posters notifying residents of the referendum will be displayed throughout the village shortly.

P Gilchrist – Chairman



25.05.21

P3/5

Engagement: It was suggested that extra printed material is ordered and used at Crudwell School. RL advised he will be doing so, and it will include FAQ's as well. There will also be leaflets available at the local pubs. It was noted the Village Hall will be re-opening shortly and leaflets and/or a presentation could be used to help engagement. It was agreed that while postal votes are being encouraged there will be a small number of residents who will attend the Village Hall polling station in person to vote (postal vote applications will close on April 20th). GL has some local What's App group contacts who may be willing to forwarding information and will advise RL. RL and all those who have assisted at the NHP Steering Group were thanked for bringing the NHP to Referendum.

WALPA – Some support from some MP's. 2 MP's a least have become quite active and are working with WALPA. Awaiting a meeting with Wiltshire Council. It was noted there have been some significant applications for housing outside of local plans in Melksham, Malmesbury and Devizes.

11. Covid 19 Report – Standing Item

We continue to inform through the mailing list and What's App Group and we are currently reading with interest, information on testing and this will soon be distributed. Street Leaders system remains active and we would look to keep this liaison going post-Covid.

12. Parish Matters

1. Trees (1) Fallen tree – removal See Matters Arising.
2. Playground (1) roundabout maintenance – it was thought the new bearing has been installed, AS will check
(2) Independent playground inspection - Roll over to next meeting, see Matters Arising. We think there are some minor issues such as corrosion on FAF. The previous issue was movement in main climbing frame, and this has been rectified and no recent complaints.
3. Track at Rommel Lane – update. Information was circulated to councillors prior to this meeting. To decide if we are willing to negotiation with the other party if they decide to proceed or go to a tribunal. All councillors present agreed the best course of action is to proceed to negotiation and Clerk will return signed forms to Land Registry confirming this.
4. Highways/speeding - see Matters Arising. Until the new Crime Commissioner takes office there will not be any progress therefore we will roll over to new Parish Council post Elections.
5. Rubble left by Edenstone Developments – See Matters Arising.
6. Noticeboard. RL has spoken to the Joinery Company re delivery and will follow up as not yet received.,
7. Resident: Hedging/property Gooselands. See Matters Arising.
8. Resident: Memorial Bench at The Dawneys (any permissions required etc). It is believed that the area of land where the bench would be sited is in the ownership of Wiltshire Council and we would require their permission. GL will check the Land Registry site try and confirm the ownership of land.
9. Parish Steward (JS). There is a large hole in the road at The Grove in Chelworth. CB advised he has reported this item and pothole works are in progress in our area.

13. Other projects

1. Review/redesign of parish council and MyCrudwell websites to include accessibility requirements. It was agreed that this project work should roll over post Elections to the new Parish Council and that there are volunteers in the parish who can assist us.

2. Eastcourt BT Telephone Box/defibrillator.

£1500 Grant Funding has been approved by Malmesbury League of Friends for the purchase of the defib and cabinet. They have requested that we proceed to order and then request the grant funding monies as a repayment. It was proposed by PG and seconded by RL that the Parish Council orders and pays for the defibrillator/cabinet through the Parish Council bank account and then reclaims the monies from Malmesbury League of Friends. Clerk will inform Cllr Stanford who is not present. Cllr Stanford was thanked for his assistance and it was noted he is making progress with the electrical installation, meeting with an electrician to discuss.

14. Closing comments/Chair to close meeting.

P Gilchrist – Chairman

P Gilchrist

25.05.21
P415

Cllr Doel advised a 30 mile an hour limit sign (in Rommel Lane from Chedglow to Rommel Lane on Right Hand side) has gone missing from mounting post. Cllr Doel will take a photo and send to Clerk to report.

There being no further business, the Chair declared the meeting closed at 20.21
This being the last meeting prior to Elections, the Chair thanked all present and those unable to attend for their support to Crudwell Parish Council.

Items for next meeting: Tuesday 11th May 2021

1. Election of Chair and Vice Chair
2. Governance Questionnaire from Auditing Solutions to approve to confirm turnover
3. Exemption Certificate on AGAR to complete and Email signed Exemption certificate after May 2021 meeting to PKF Littlejohn (Ext Auditors) with the Contact Details of Clerk and Chair.

P Gilchrist – Chairman 

25.05.21
PS/5