

CRUDWELL PARISH COUNCIL

Tuesday 7th February 2017 Crudwell Village Hall At 7.00 p.m.

JW

07.03.17

Jonathan Williams

Present: Cllr T Fraser, Cllr R Wilson, Cllr P Gilchrist, Cllr J Stanford
L Dent (Clerk)

In attendance: Mrs A Smith, Mr R Williams (Creative Play)

Public Participation – Mr R Williams (Creative Play) see attached.

1. Apologies for Absence – Cllr Berry.

2. Election of a Chairman

It was resolved to elect Councillor Wilson as Chairman of the meeting, proposed by TF and seconded by JS, and all Councillors present in favour.

3. Declaration of Interest – In accordance with S31 of the Localism Act 2011 and the Parish Councils Code of Conduct – None.

4. Minutes from previous meeting November 2016

It was resolved that the Minutes from the previous meeting held on Tues 3rd January 2016 were approved as a true record and were signed, proposed by RW and seconded by JS.

5. Parish Councillor vacancies. It was agreed by all members that the 4 vacancies for Councillors will be shown on the notice of meetings each month.

6. Matters to report not on the agenda - None

7. Finance

| | | |
|----------------------------------|----------|------------|
| Bank account Business instant at | 01.02.17 | £55,908.21 |
| Treasurers account | 01.02.17 | £ 2012.97 |

7.1 Income – November 2016

| Name | For | Date | £ Amount |
|-------------|--------------|----------|-------------|
| Lloyds Bank | Interest | 09.01.17 | 2.37 |
| | Total | | 2.37 |

7.2 Accounts for Payment & Chqs for signature

| | For | £ Amount | Chq No |
|--------------------------------|-------------------------------|---------------|--------|
| Crudwell Village Hall | Hire of hall Jan – March 17 | 37.20 | 001182 |
| Pata Payroll Services | Payroll service Oct-Dec 16 | 22.50 | 001183 |
| Cllr Fraser/What's On Crudwell | Parish Council feature 1 year | 12.00* | 001187 |
| Broadbean Digital | My Crudwell hosting | 75.00 | 001184 |
| L Dent | Clerk – Jan 2017 | 313.58 | 001186 |
| The Play Inspection Company | Jan 2017 annual inspection | 180.00 | 001185 |
| | Total | 640.28 | |

*Due to a closing deadline, Cllr Fraser paid the What's On Parish Council allocation prior to Parish Council meeting, therefore he was re-imbursed this amount paid.

7.3 It was resolved that the above accounts are approved for payment, proposed by PO and seconded by JO and all present in favour.

8. Planning

8.1 Applications received

- **Applic No: 16/11857/FUL Site Location:** Malthouse Cottage Eastcourt Malmesbury SN16 9HW
New single storey side extension (amendment to 16/03626/FUL) **No comment submitted as closing 02/02/17.**
- **Applic No: 16/12495/FUL Site Location:** 2 Gooselands CRUDWELL SN16 9DD
Proposed first floor extension and replacement porch to dwelling. Comments by 10/02/17
- **Application Number: 17/00560/TCA Site Location:** 1 Pear Tree Cottages The Street Crudwell Wilts SN16 9ES 50%
Reduction to Pear Tree. Comments by 13/02/17. **Clerk to advise - No comment.**
- **Application Number: 16/09859/FUL Site Location:** 11 The Butts Crudwell Malmesbury Wilts SN16 9HF Replace
open 3ft fence with 6ft closed fence alongside highway. Comments by 15/02/17. **Clerk to advise - No comment.**

8.2 Application decided

Notification had been received today that the application had been approved and a decision notice had been sent by the Clerk to Councillors.

Application Number: 16/11044/FUL

Site Location: Woodlands Kemble Wick Cirencester Wiltshire GL7 6EQ

Proposal: Removal of garage and porch and construction of new extensions and relocated

vehicular entrance **Case Officer:** Eleanor Slack **Direct Line:** 01249 706659 **Registration Date:** 30/11/2016

Decision: Approve with Cond

Mrs Smith left the meeting at 7.50 P.M.

9. Reports on Continuing Activity

9.1 It was confirmed by the Clerk that the insurance claim for the damaged electrical cabinet on the Green has been submitted and we await a response. Cllr Fraser advised he has a photo of the damaged cabinet and will forward to the clerk for the insurance claim. **Cllr Fraser**

10. Items for decision

10.1 To Progress the replacement play equipment

Following the presentation, the play equipment project was discussed. It was acknowledged that the Parish Council had tried to engage with residents about the possible proposals.

Councillors reviewed the information supplied all companies and considered pricing, timescales and the visual appeal of the schemes.

It was proposed by TF and seconded by PG that Crudwell Parish Council proceed with Creative Play for the provision of replacement play equipment to the playpark at Crudwell Recreation Ground. All councillors were in favour. It was agreed to proceed as follows:-

Creative Play quotation reference 196/02

1. Cllr Fraser to request an updated quote detailing the £300 and £1000 discounts to confirm the revised total in writing (Revised total £ 20,980.00 excl VAT).
2. Cllr Fraser will then formally accept the revised quotation on behalf of Crudwell Parish Council.
3. Cllr Fraser to advise Clerk that we have received the correct quotation in writing from Creative Play and the Clerk can advise the two other companies that their submission were not successful.
4. Timescales and start date to be decided, Crudwell Parish Council to agree with Crudwell Village Hall. It was agreed that March 2017 may suit all parties involved.

After considering recycling and safety issues and it was decided that the timber disposal for the 'old' equipment will be coordinated by instruction from Crudwell Parish Council to the play installation company.

Cllr Fraser to progress

Clerk advised we have already received an 'order' for 2018 playground equipment inspection and it may be necessary to cancel or amend this order.

Clerk to monitor

Councillors acknowledged there is a need to review the level of ear marked reserves following this play equipment project and that the balance can be reassigned for future enhancements and projects to the Parish.

Following completion of playground project, Clerk to agenda

10.2 Date for Annual Muck-In 2017. It was proposed by JS for the Annual Muck-In village tidy-up to take place on Saturday 1st April. All present were in favour of the date. Cllr Stanford will organise the event, Cllr Wilson will advise a contact number for a first aider who could assist in the event of an emergency. Cllr Gilchrist will request pickers, bags etc from Wiltshire Council.

Cllr Gilchrist

10.3 Possible date for APM – Clerk to request Sat 29th April or failing this Sat 22nd April and invite individuals and representatives as per the previous year.

Clerk to arrange

10.4 Possible Financial assistance to What's On. This item is to be entered on next month's Parish Council meeting agenda where it would be possible to discuss this issue with Mrs Smith. All present agreed that the newsletter is a valuable resource to the community.

Clerk to agenda/advise Mrs Smith

10.5 Fun in the Sun Childrens Multi Sport days 2017

Wiltshire Council have circulated the proposed dates for 2017 for Crudwell:

Clerk to request if Crudwell Village Hall will allow access to the toilet facilities during these times and if necessary provide wet weather cover. It was confirmed that Crudwell Village Hall usually provides this free of charge. Cllr Gilchrist queried if we provide financial assistance for this initiative and it was confirmed that the Parish Council does not.

Clerk to check availability of Village Hall and liaise with Wilts Council

10.6 Residents at 13 The Butts – permission request

All councillors present agreed to allow access for building work (as per the request) to the area of grass on the west side of the property, which belongs to the Parish Council on the understanding that if the grass area was damaged in any way, it would be restored to its former condition.

Clerk to advise

10.7 To progress any necessary treeworks

Cllr Fraser had contacted Westonbirt Arboretum, to seek advice for a professional tree survey of the Crudwell lime trees. He had been referred to the tree inspector at the Arboretum who undertakes private work through Green Leaf Services and would provide a formal inspection report. It was agreed by all present that the tree survey is essential in continued public safety and that a written report with recommendations was required. It was therefore proposed by RW and seconded by JS that Green Leaf Services be commissioned to provide a survey and report of the 17 lime trees at a cost of £350.00 excluding VAT.

Cllr Fraser to advise

11. Questions and Issues

11.1 Allotment holders to be invoiced mid-February 2017 for rents, Clerk has prepared invoices. It was acknowledged that there is a new allotment holder.

Clerk to invoice

11.2 The recent playground inspection which took place in January has been received and was sent to all councillors. Cllr Fraser advised that regarding the Fresh air fitness inspection element, he has spoken to the Technical Manager at Fresh Air Fitness regarding the required replacement piston assembly on seated chest press, and that we should forward photos of what we need for this assembly; also, photos of the corrosion on items. This was a positive step forward and information such as a specification for the piston might be made available to us.

Cllr Fraser to progress

11.3 Historical information, Crudwell Neighbourhood Plan. To be progressed at a later meeting where Mrs Smith is present.

11.4 Emergency Plans

It was noted that we have a document from another parish council which could be used as a start point for creating these documents and it will be placed on the agenda for inclusion at a future meeting.

Clerk to agenda

11.5 Grey gutter down pipe – main road bus stop shelter in Crudwell

Cllr Wilson has sourced the replacement down pipe at a cost of £17.70 + VAT. It was proposed by RW and seconded by JS that this amount be approved for payment and the item bought and fitted. All councillors were in favour.

Cllr Wilson to progress

11.6 Crudwell Defibrillator

Cllr Fraser advised that the pads to the defibrillator become out of date on 1st March 2017 and that replacement pads are costed at £35 + VAT and £3 postage. Also, the battery will shortly require replacement at a cost of £90 + VAT. It was proposed by RW and seconded by PG that these expenses and approved for payment and all councillors were in favour.

Cllr Fraser to progress

11.7 Cllr Gilchrist advised that the Riverside Centre in Malmesbury opens tomorrow and all are welcome. The community centre already has many bookings and should quickly become a hub for the community.

11.8 Cllr Stanford has two emergency flood signs and will retain one and Cllr Fraser will retain the other.

There being no further business, the Chairman declared the meeting closed at 20.47.