

# Crudwell Parish Council

APPROVED  
& SIGNED

Minutes for the Parish Council meeting held at Crudwell Village Hall on Tuesday 5<sup>th</sup> January 2016 at 7.00 pm

## Present:

Cllr C Berry, Cllr J Stanford, Cllr T Fraser, Cllr R Wilson L Dent (Clerk)

## Election of Chairman

Cllr Berry was elected as Chairman to this meeting, proposed by RW and seconded by TF.

## 1. Public Participation

Annie Smith was in attendance to advise of a new monthly Crudwell newsletter that she, Sarah Lindsay and Gerda Hayes are producing entirely independently of any other group or organisation. It will be distributed to residents through local volunteers, organised by Margaret Perrin. A folded A4 format, it will contain contributions from Crudwell groups and clubs. Costs have been covered by selling advertising space. Income and expenditure will be detailed in the publication so as to keep the accounts transparent. Annie advised that all space for contributions and advertising is now full but space would be reviewed after 6 months. A copy of the proposed booklet had been distributed previously to the Parish Council but it would seem that this had gone astray. As a courtesy to the PC, contact details of the Parish Council Clerk and details of the monthly Parish Council meetings will be included with an opportunity for the Parish Council to have more space when the opportunity arises in the future.

**Annie Smith left the meeting.**

## 2. Apologies for Absence accepted by the Council - Cllr P Gilchrist

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

## 4. Minutes

The Minutes of Crudwell Parish Council meeting held on Tuesday 1<sup>st</sup> December 2015 was approved by Chairman and Cllrs as record of previous Parish Council meeting and signed by the Chairman.

## 5. Correspondence received

- 5.1 Victim support seeking financial assistance
- 5.2 Pensions Regulator – have registered our details but no action required as Clerks hours are under the threshold.
- 5.3 Scouts – requesting Parish Council host an event to engage Scouts with the work of the Parish Council.
- 5.4 Web hosting charges – MyCrudwell has been hosted by Broadbean digital and they now wish us to take over this.

**Clerk to research and request assistance from Cllr Gilchrist.**

## 6. Finance

Bank account Business instant	at 09.12.15	£ 48883.02
Treasurers account	at 16.12.15	£ 2163.05
Receipts - None		

## Accounts for Payment

	For	Date	Amount
Landscape Group GM737105/GM738157	Grass cutting	August 2015	£266.21

6.1 Cllr Stanford has been confirmed as a second cheque signatory to the bank mandate.

6.2 Clerk will forward the paperwork for the Precept 2016-2017 to Wiltshire Council registered post.

**Clerk to forward**

6.3 The change in date for the internal audit 'check' has been changed from 20<sup>th</sup> Jan 2016 to 8<sup>th</sup> Feb 2016.

6.4 Landscape Group August 2015 (2 attendances) charges was approved by all Councillors to be paid although there was still some doubt over the second attendance. All Councillors resolved that the Clerk should contact the Landscape Group and request that their record sheets (produced for each visit) which details works carried out and when, are forwarded to the Clerk within 24 hours of attendance as the basis for payments.

6.5 It was resolved by all Cllr's present that Accounts for Payment as detailed should be paid.

6.6 Clerk advised there was no payroll for December 2015 and the Clerk's invoice will be submitted with January's payroll. Clerk to consider payroll arrangements for payment in December 2016 during Xmas period.

6.7 Cllr Stanford advised the invoice for electrical works to the Xmas tree will be submitted for payment shortly.

## 7. Planning

### Planning applications received

**Application Number:** 15/09144/FUL

**Site Location:** The Coach House Town Farm Crudwell Wiltshire SN16 9ER

**Applicant:** Mr G Tomblin **Grid Ref:** 395247 192617 The Coach House Town Farm Crudwell Wiltshire SN16 9ER

**Proposal:** Change of Use of Land from Agricultural to Equestrian and Enlargement of the Residential Curtilage.

Erection of extension to Dwelling. Erection of new Stable Building. Formation of new access to serve the Dwelling and stopping up of existing field and residential accesses. (Resubmission of 15/04647/FUL)

**Case Officer:** Alex Smith **Direct Line:** 01249 706672 **Registration Date:** 17/12/2015

7.1 The Parish Council issued No comment, delegate to Officer.

**Application Number:** 15/11943/FUL

**Site Location:** Hayleaze Farm Tetbury Lane Crudwell Wiltshire SN16 9EY

**Applicant:** Mr S Doel **Grid Ref:** 394615 192250

Hayleaze Farm, Tetbury Lane Crudwell Wiltshire SN16 9EY United Kingdom

**Proposal:** Conversion of Existing Outbuilding to form Annexe to Hayleaze Farm including Link Conservatory.

**Case Officer:** Richard Sewell **Direct Line:** 01249 706689 **Registration Date:** 08/12/2015

7.2 The Parish Council agreed that the materials for windows and roof should be in-keeping and match the existing property.

**Application Number:** 15/11610/FUL

**Site location:** 9 Kingsmeadow, Crudwell, Wilts SN16 9HT

**Proposal:** Garage extension Comments by 11/01/16

7.3 The Parish Council commented that proposed materials and finishes for walls should be same as the existing and the proposed treatment to doors is not clearly stated.

### Applications determined.

**7.4 Application Number:** 15/10079/FUL

**Site Location:** 4 Church Cottages Eastcourt Road Crudwell Wiltshire SN16 9ER

**Grid Ref:** 395590 192865

**Proposal:** Proposed Garage Conversion to Garden Room, Internal alterations & Replacement Front Door

**Case Officer:** Kate Backhouse **Direct Line:** 01249 706684

**Registration Date:** 12/10/2015

**Decision:** Approve with Conditions

**Decision Date:** 22/12/2015

**Category of Application:** Full Planning

**7.5 Application Number:** 15/10165/LBC

**Site Location:** 4 Church Cottages Eastcourt Road Crudwell Wiltshire SN16 9ER

**Grid Ref:** 395590 192865

**Proposal:** Proposed Garage Conversion to Garden Room, Internal alterations & Replacement Front Door

**Case Officer:** Kate Backhouse **Direct Line:** 01249 706684

**Registration Date:** 12/10/2015

**Decision:** Approve with Conditions

**Decision Date:** 22/12/2015

**Category of Application:** Listed Building Consent

### **8. Reports on Continuing Activity**

None available.

### **9. Items for Decision**

9.1 Scouts/Parish Council informative event - All present agreed to this request, Clerk to liaise re dates and will update.

9.2 Web hosting charges – MyCrudwell has been hosted by Broadbean digital without cost to us and they now wish us to take over this.

**Clerk to research and request assistance from Cllr Gilchrist.**

9.3 Bin in play area too deep for bin bag lining.

**Cllr Wilson will assess filling the bottom of the bin.**

9.4 Cllr Wilson will produce a metal guard/cage to protect the cable from grass cutting machinery and will make this highly visible. All Cllrs agreed this cost will be paid by the Parish Council.

### **10. Questions and Issues**

10.1 Cllr Stanford advised Council have collected some waste from the river clearance, Cllr Stanford will organise the collection of what is left.

10.2 River running freely although quite a lot of weed growth and water backing-up a little in this area (between two bridges, the east side A429 and bridge.

**Cllr Berry to inform and action**

10.3 Cllr Stanford advised he will isolate Xmas tree electrics from box, take down and prepare Xmas tree lights for storage. A 'danger' stick will be applied to box as electric feed will be live.

10.4 Clerk is progressing receipt of information for resident Mr Dunkley to enrol as Neighbourhood Watch volunteer.

10.5 Cllr Fraser requested to hold Councillor enrolment forms.

**Clerk to locate and hand over**

10.6 Playground swing seats – Cllr Fraser advised these have been confirmed as fit for purpose and no further action required.

10.7 Typed version of new Code of Conduct now completed.

10.8 Parish Council Area Board Meeting at Malmesbury Town Hall 13<sup>th</sup> January 2016. Clerk to advise Ollie Phipps of Councillors attending.

10.9 With regard to Broadband rollout in the local area, it was confirmed by Cllr Berry that Oaksey and Eastcourt has been completed and is what thought that Crudwell was also now completed.

10.10 Clerk to request details of allotment holders/plot numbers etc ready for to receive payment for rents. Clerk to confirm when payment is due to The Brownings.

**Clerk to co-ordinate**

***There being no further business the meeting was close at 8.06 p.m.***

***Date of next meeting Tuesday 2<sup>nd</sup> February 2016 at 7 p.m. Crudwell Village Hall***

