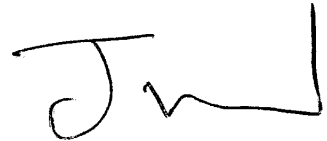


CRUDWELL PARISH COUNCIL

Minutes of Parish Council Meeting Tuesday 7th June 2016 Crudwell Village Hall At 7.00 p.m.

Present: Cllr T Fraser, Cllr R Wilson, Cllr C Berry, Cllr P Gilchrist
In attendance: Annie Smith – Crudwell Village Hall Committee
Mr Michael Wild



1. Public Participation

Annie Smith was in attendance on behalf of the Crudwell Village Hall Committee to explore possible financial assistance from the Parish Council for proposed improvements to Crudwell Village Hall.

After taking into account monies expected from grant funding opportunities and also reserves held by the Crudwell Village Hall Management Committee, a shortfall of £10,000 was anticipated.

The proposed works were discussed, including the current income from regular and ad hoc users, proposed improvements to showers, kitchen, storage. The VAT status of the Village Hall was clarified as non VAT registered. The Parish Council advised it is currently exploring possible premises to act an 'emergency centre' for residents and Mrs Smith advised the Village Hall Management Committee would consider this, if requested.

Councillors advised they would give further consideration and Mrs Smith left the meeting at 19.19

Michael Wild was in attendance with regards to the following planning application, registered October 2015.

Application Number: 15/10158/OUT

Site Location: The Reservoir Pat Yat Kemble GL7 6AY **Applicant:** Mrs F Macload Hearts & Mind Productions Ltd Crab Villa Gabb Lane Apperley Gloucester GL19 4DL

Proposal: Outline Application for the Construction of a Four Bedroom Dwelling with Car Parking Space/Garage. Incorporating World War II Atom Shelter for Use as a Secure Weapons Store for a Specialist Operative

Case Officer: Sam Croft **Direct Line:** 01249 706669 **Registration Date:** 27/10/2015 **Application Number:** 15/10608/FUL

The Council were advised the planning application to construct the dwelling had been refused and that it would not be possible to use the secure weapons store without the property being built on site, as the weapons store cannot be left unattended. Mr Wild advised the location of the brownfield site in relation to Kemble airport may lead to filming and therefore employment opportunities and that there was positive feedback from Kemble airport. Councillors advised Mr Wild it would be advisable to have further details of the number of employment opportunities which may be generated, a written statement from the airport management to confirm their agreement should he wish to resubmit or appeal to Wilts Council Planning Department. He may wish to explore the possibility of a temporary dwelling with the Planning Department.

Mr Wild left the meeting at 19.45

2. Election of Chairman

It was proposed by Cllr Fraser that Cllr Berry is elected as Chairman for this meeting and this was seconded by Cllr Wilson.

3. Apologies.

Cllr Stanford had sent his apologies and these were accepted by the Council.

4. Declarations of Interest

It was declared that all Councillors present had no declarations of interest.

5. The Minutes of the previous Parish Council Meeting of Tuesday 3rd May 2016 was approved by Chairman and Councillors as true record and the Minutes were signed by Chairman.

6. Correspondence Received

06.05.16	Lee Matthews	Crudwell Scouts	Jobs in community
""	Pensions Regulator	Staging dates	
07.05.16	Catherine Garton	Crudwell Guides	Jobs in community

""	Veronica Hourihane	Clerk Oaksey	VAT/Village Hall
""	Kath Hume	Headteacher Crudwell School	Poster/financial assistance pupil
08.05.16	M Perrin	Poly tunnel approval	
""	(sent to G Dunkley)	Wiltshire \Neighbourhood Watch	AGM notice
09.05.16		Wilts Council Highways	Newsletter
11.05.16	Xina Hart	Wiltshire Council	Free items for community groups
""		Oaksey Neighbourhood Plan	
12.05.16		ICUK	Billing
12.05.16	Conrad	Broadbean Digital	Re ICUK Billing
15.05.16	M Perrin	Malmesbury Surgery	
16.05.16	V Hourihane	NJC Clerk payscales	
23.05.16	S Tyler	Council Audit	Accounts/audit
""	J Owen	NALC	Opt out SAAA
""	A Smith	Village Hall	Rent increase
24.6.16	Wiltshire Council	Fun in the Sun	Brochures to be sent out
26.5.16	S Tyler	Council Audit	Accounts delivery
27.5.16	""	""	Required – back up of accounts
28.5.16	Came & Co	Insurance documents	
30.05.16	David Kemp	Resident	Grass cutting/green bin
""	Sue McKleery	Items for Crudwell newsletter	
02.06.16	M Perrin	Accounts on website request	
""	Anonymous	Works to Potting Shed/Listed	Planning requirements
""		Wiltshire Council Highways	Newsletter
""	A Smith	Grass cutting for Strawberry Fayre	

7. Finance

7.1 Bank account Business instant	at	9.5.16	£ 52,893.00
Treasurers account	at	31.5.16	£ 2645.23

7.2 Income –

Name	For	Date	Amount
Allotment holders	Allotment rents	April/May 16	£65.00

7.3 Accounts for Payment & Chqs for signature

	For	Amount	Chq No
ICUK	Domain name renewal Crudwell-pc.gov.uk 2 years	£78.00	Debit card
Came and Company (prepared and sent 23/5/16)	Parish Council annual insurance	£557.96	001157
Village Hall Crudwell	Hire for Parish Council meeting Apr-June 2016 3 months	£54.00	001158
Clerk	Salary and expenses May 2016	£292.10	001159
	Total	£982.06	

It was proposed that the above invoices be approved for payment and all Councillors were in agreement.

7.3 Pensions regulator – Statutory letters in accordance with the new pensions regulator had been prepared by the Clerk and was signed by the Chairman.

7.4 Pensions regulator –The Clerk requested a nominated Councillor offer to receive emails (Clerk will also) and Cllr Berry agreed. **Clerk to advise pensions regulator online**

7.5 Certificates for school – 7 x classes (years 1 to 6 plus early years) We have a budget of £100 which has previously been 7 X £10 book tokens and a £30 donation to Crudwell School. Councillors agreed this was in order. Cllr Berry issued Clerk £100 withdrawn from the Parish Council account to facilitate this.

Clerk to contact school and organise certificates

7.6 School – financial assistance for pupil. Cllr Gilchrist advised he had been in contact with Crudwell School with regards to this.

7.7 Village Hall improvements and possible Parish Council financial assistance – As the major asset to the village, Councillors considered the proposals made by the Village Hall Committee and felt further clarification was needed: -

Specification of the proposed works

Details of the proposed builders/s and preferably X3 quotations and/or tender information

Surveys, architects plans and details of the proposed architect

Clarification and specification of the kitchen (to commercial kitchen standard?)

Who will be project managing the works?

Are there any proposals for energy saving improvements?

Councillors considered possible schemes which would allow the reimbursement of VAT and further investigation and clarification of this would be required.

Clerk to request further information from Village Hall Management Committee

7.8 Clerk advised of hourly rate increase SCP increase 10p per hour to £9.37.

7.9 Clerk requested Chairman to sign a nil statement re petty cash (for internal audit) and this was completed.

7.10 Councillors were advised of rental increase to Village Hall - approximately 3% this year.

For regular users of the hall, this will take effect on 1st September 2016 when the normal hourly rate for the Crudwell Parish Council will be £8.20/hour. As previously agreed, we will continue to give Crudwell Parish Council a discounted rate for use of the committee room when the main hall is being used by others which, from 1st September 2016, will be £6.20/hour.

7.11 Insurance 2016-2017 – documents received by email and forwarded to Councillors.

7.12 New cheque book and paying in book received by Clerk.

7.13 Statutory notices to be posted on website/notices boards to advise that the accounts are available for inspection 13th June to 22nd July 30 working days (also inform Grant Thornton this has been posted).

Clerk to forward to Councillors

7.14 Internal audit will take place 9th June 2016 at Clerks home address.

7.15 Clerk requested if access could be given for Clerk to view the online bank accounts.

Cllr Berry to see if this is possible from Lloyds Bank

8. Planning applications received

Application Number: 16/03930/FUL Site Location: 1 The Firs Kemble Wiltshire GL7 6AZ

Mr & Mrs Tovey Applicant: Grid Ref: 396379 195774 c/o Agent

Proposal: Proposed New Dwelling

Case Officer: Alex Smith Direct Line: 01249 706672 Registration Date: 04/05/2016 Comments by: 01/06/2016

REFUSED BY WILTSHIRE COUNCIL PLANNING DEPARTMENT

Application Number: 16/03626/FUL

Site Location : Malthouse Cottage, Eastcourt, Malmesbury, Wilts, SN16 9HW

Proposal : Single Storey Side Extension Comments by:

APPROVED BY WILTSHIRE COUNCIL PLANNING DEPARTMENT

Application number: 16/03230/FUL Full planning

Proposal: Demolition of open barns and cow byre and erection of new stables and agricultural barn

At: Oatridge Farm, Eastcourt, Malmesbury, SN16 9HR

Assigned Officer : Kate Backhouse Comments received by 16 June

Councillors issued no objection

Application number: 16/04428/FUL Application for : Full planning

Proposal: Proposed Use of Parts of Existing Ancillary Residential Accommodation as 2 Tourism Units/Ancillary Accommodation

At: Walnut Tree Barn, Crudwell, Malmesbury, Wiltshire SN16 9SL

Assigned Officer: Matthews Pearson Comments received by: 17th June 2016

Councillors issued no comment

Proposal: Single storey rear extension and front porch Application ref: 16/04315/FUL
For: Full planning At: 2 Tetbury Lane, Crudwell, Malmesbury Wiltshire SN16 9HB
Comments by: 24th June 2016 As the plans were not available, councillors will advise later.

Clerk to submit comments

8.1 Applications determined

Application Number: 16/03626/FUL **Site Location:** Malthouse Cottage Eastcourt Malmesbury Wiltshire SN16 9HW
Grid Ref: 397447 192701 **Proposal:** Single Storey Side Extension
Case Officer: Eleanor Slack **Direct Line:** 01249 706659 **Registration Date:** 10/05/2016
Decision: Approve with Conditions **Decision Date:** 02/06/2016

Clerk to clarify the conditions attached to the approval of application

8.2 Potting Shed/internal & external alterations – It was confirmed Wiltshire Council are aware of possible alterations to this property.

9. Reports on Continuing Activity

None

10. Items for decision

10.1 Resident Mr Kemp had made contact with Cllr Berry as he is currently cutting a large area of grass adjacent to his property and Cllr Berry had thanked him for undertaking this. Cllr Fraser to make contact with the Landscape Group as there may be an opportunity to incorporate this area into the contract. *Cllr Fraser*

10.2 Additional works to maintain the Swillbrook area was proposed by Cllr Fraser and all Councillors present were in agreement. It will be discussed at the next Parish Council Meeting. Clerk to place as a recurring item on the agenda. *Clerk*

10.3 Notice board at Tuners Lane – Cllr Fraser advised the sliding sashes do not run properly on the runners and works will be required to rectify this. It was proposed 2 swing doors are constructed, re-using the toughened glass. All Councillors were in agreement and Cllr Fraser will progress. *Cllr Fraser*

10.4 Replacement of the Boat in play area – it was agreed by all Councillors that it would be useful to involve local families who use the play area in the choice of replacement equipment. Clerk to contact Friends of Crudwell School and Crudwell Pre-School to enquire if local parents could assist. *Clerk to make contact*

11. Questions and issues

11.1 Cllr Berry advised that Highways Department at Wilts Council had surveyed the route of the 24-Hour bike ride event.

11.2 Clerk requested clarification of the status of the community speed watch which is show on the my-crudwell website. Councillors advised making contact with Kim Cuppold and asking if there is scope to extend into Crudwell. *Clerk to make contact*

11.3 Cllr Fraser advised he will make contact with the Landscape Group as the quality of the last grass cut was not up to the usual standard and will clarify that arrangements are in place to cut prior to the Strawberry Fayre. *Cllr Fraser*

11.4 Cllrs advised that the residents at 13 The Butts may request reimbursement for their green waste bin charges and Clerk should await contact.

11.5 Clerk has been trying to make contact with Mrs Browning regarding the placement of a poly tunnel in the allotments to clarify this is in order. Cllr Berry offered to assist. *Cllr Berry*

12. Items for Next Agenda

QFS (Quarterly Financial Statement) to be prepared by Clerk