

# CRUDWELL PARISH COUNCIL

Tuesday 1<sup>st</sup> May 2018 Crudwell Village Hall At 7.00 p.m.

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**Present:** Cllr P Gilchriest (Chairman), Cllr A Stewart, Cllr J Capper, Councillor M Credicott, Cllr C Berry (Wilts Council), Cllr G Lawes  
25 residents.

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Chairman welcomed those and outlined the framework of public speaking within a Parish Council meeting.

## **Public speaking – Representatives from Edenstone and Hunter Page**

Representatives from Edenstone and Hunter Page made their introduction.

Wilts Council is progressing the draft housing plan and the site has been identified for a potential of 40 units. 10 units are in progress. A recent well attended consultation event delivered a range of feedback. The proposed development is for 39 dwellings, the representatives felt this was low density for the size of site. A mixture of dwellings:- 16 will be affordable (40% of overall) and a mix of house sizes. The representatives were aware of the general objections but wish to engage with the community.

## **Areas of concerns from residents :-**

**Design and appearance** (to be refined should application proceed through planning).

**Additional traffic** and impact on Tetbury Lane (design will include traffic calming and seek to address this).

**Ridge heights** of current and proposed dwellings (for proposed development, looking to drop ridge heights by ½ m, some more than others, due to solar panels they have to be positioned in a certain way.)

**Volume of traffic.** Representatives advised transport assessment was made in a.m. and p.m. peak hours which concluded it would not be a harmful impact.

**Flooding and surface drainage** (seeking to meet drainage requirements so representatives felt there would be no additional flood risk on site.) Drainage/water run-off is a major concern to residents and it is felt the pumping station will not be adequate. The representatives were mindful about drainage and flooding;- and would look to submit a detailed/comprehensive drainage proposal at the same time as a planning application so infrastructure requirements are considered upfront. Underground tank that would store and hold back water to be released gradually was discussed. Wessex Water and Wilts Council drainage officer have been consulted and there would be a foul water policy;- and it may be that Wessex Water drainage strategy identifies that this area needs to be upgraded. Hydrological engineers will be consulted.

**Timings:** Draft allocation plan considered by Wilts Council in next few weeks, then see how they respond to this. Those present had concerns of the potential number of houses, 40 is substantial increase to Crudwell.

Timings are fluid, emerging housing policy needs submitting before Members of Wilts Council to consider options. When Members are happy, proceed to formal examination, (a lengthy process of sites and evidence reviewed by independent inspector), followed by findings from Plan attended to and maybe amendments on policy wordings. Wiltshire Council are looking to progress fairly quickly. Examinations can be 6 months to 18 months.

**Those present were reminded by Cllr Berry that the potential site is outside of the development plan and would today be against core policy.**

## **From current development:-**

**Footway** is a significant concern, negative feedback on new footpath although it was confirmed the design was created in conjunction with Wilts Highways and met their requirements. Undertook a secondary meeting with Wilts Council and adjustments/widening has been made to the design. It will go through two or three more stages until signed off, residents can contact Highways department to register any issues. Possible drop kerb would be through Wiltshire highways.

**Appearance design of the built 10 houses.** First scheme was an outline application and so result was different from the original illustrative designs put forward at outline stage. The potential 40 units would proceed via a detailed application. Community asked for more consultation to changes affecting the streetscene. All materials will be on the planning application and will need to be approved by Wiltshire Council planning department.

**Closing comment – positive response from recent consultation:** extending footpaths into village was welcomed, also traffic calming. Modelled highways improvements to accommodate agricultural vehicles. Scheme will generate contributions for improvements to school and other areas through Section 106.

1949 Public speaking closed, the representatives were thanked for their attendance and an informative discussion. Residents in attendance for public speaking left the meeting.

*TD Capper*  
114  
05.06.18

The Crudwell Parish Council meeting convened at 1955.

**1. Apologies for absence – Received and accepted for Cllr Grainger, Cllr Smith, Cllr Fraser.**

**2. Declarations of Interest in items on the Agenda**

To receive any declarations of interest in items laid out in this agenda in accordance with the Parish Council Code of Conduct - **None**

**3. To confirm the Minutes of the Council Meeting held on Tuesday 3<sup>rd</sup> April 2018**

<b>Resolution:</b> To approve Minutes from 3 <sup>rd</sup> April 2018 as a proper record Clerk to file and upload onto Parish Council website.	Motion proposed: AS Seconded: GL All present in favour
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**4. Matters Arising from previous meeting minutes**

To source 2 x bins for play area	CB
Noticeboards - * <b>On agenda</b>	
Village Green – Low level fencing or bollards to consider- * <b>On agenda</b>	

**5. Finance – to include** (1) Current bank balances

**Treasurers 26/04/18 £13,569.89 Bus bank 26/04/18 £16,926.90**

(2) Income - allotment rent final invoice £5 paid Precept £7858.46 received.

Groundwork NHP Grant notice received £7865.00 (monies not yet transferred).

**(3) Accounts for payment**

Auditing Solutions	Internal Audit	£210.00	1249
Creative Play - PAID	Repair/maintenance of play equipment	£300.00	1248
Cllr Stanford	Expenses – Muck In	£4.15	1250
ICO	Data/Subscription	£35.00	DCard
CIX	Domain Renewal	£78.00	DD
Cllr Lawes	NHP Plans Production	£21.60	1251
Tristan Stevens	NHP Survey Subscription	£105.00	1252
Insurance	Policy 2018-2019	£427.88	1253
Clerk	April 2018	£489.12	1254
NHP Telephone calls	For June meeting		
Proposed by JC seconded by MC all present in favour to issue payment		<b>£1670.75</b>	

**(4) To acknowledge receipt of Internal Audit Report 2018**

To accept and acknowledge by members of the meeting as a whole, the internal audit from Auditing Solutions 2018.	Proposed: PG Sec: MC All present in favour.
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**(5) To complete the Annual Governance Statement for Audit 2018**

Completion of the Annual Governance Statement by members meeting as a whole – the declarations within the statement to be reviewed and agreed by Resolution.	Proposed: PG Sec: AS All present in favour
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**(6) To approve the accounts statements for Audit 2018**

Statements to be considered by the members meeting as a whole and approved by Resolution.	Proposed: PG Sec: MC All present in favour
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**(7) To approve the Bank Reconciliation for Audit 2018**

To be considered by the members meeting as a whole and approved by Resolution.	Proposed: PG Sec: JC All present in favour
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*PG Cullin  
214  
05.06.18*

**(8) To acknowledge dates for Public Inspection of Accounts notice for Audit 2018**

To announce/place notice – 5<sup>th</sup> June 2018 for a Period of Inspection commencing 11<sup>th</sup> June 2018 to 20<sup>th</sup> July 2018  
Required documents are to be posted on Parish Council website which as per Transparency Regulations will be Annual return for, Internal audit report, Payments over £100, Year end accounts, asset register (and agendas and minutes and councillor responsibilities which are already current).

**(9) To acknowledge the Variances completed Clerk**

Proposed by PG, seconded by AS and all present in favour.

**(10) To complete the contact details required by Littlejohn LLP External Auditor**

This was completed by the Chairman to be returned to External Auditor.

**6. Planning: Application Ref: 18/03550/FUL Application for Full Planning**

**Proposal:-** Demolish existing single storey extension and replace with larger single storey extension.

**At:** 1 Tuners Lane, Crudwell, Wiltshire, SN16 9EN

**Comments to be received by: 21 May 2018 Crudwell Parish Council issued: No comment.**

**7. Wilts Council Report (Cllr Berry) – Standing Item**

Councillor Berry outlined the situation re site allocations/potential development for Crudwell and reiterated the developing Neighbourhood Plan will be essential. New financial year will prove challenging for universal services and transport, areas which require additional funding and this needs to be addressed (to be raised at the Area Board meeting.)

**8. Neighbourhood Plan (standing item)**

**(1) Update on progress from Neighbourhood Plan Steering Group – Cllr Credicott**

Focus groups are engaging with community with the objective of feeding back by end of May. This Saturday, after the Annual Parish meeting there is another opportunity to engage with community through a drop-in session at Crudwell Village Hall (displays, questionnaire, feedback). The grant due to be received- in covers consultant fees until end of plan. Aim is present the Draft at the end of summer, there are 9 sites identified in the 'call for sites.' Designated area of Parish was discussed with regards to smaller pockets of development which may be more acceptable.

**All requests for information which is required from Crudwell Parish Council for the Neighbourhood Plan is to be directed through the Clerk.**

Cllr Gilchrist advised he will respond to the recent request for information regarding traffic issues.

Request to resident for foliage to be trimmed as obscuring drivers – Clerk to draft to Chairman for comment.

**9. Items for Decision** Data Protection Act –procedures to comply with General Data Protection Regulation (GDPR) effective May 2018 - Parish Council approved the privacy notice for Parish Council website. Clerk to upload..

**10. Parish Matters**

(1) Dog waste bin – Tuners Lane. Clerk to contact O Phipps to clarify procedurally what is required.

(2) Speed Indicating Devices – operating well, it is confirmed it is calibrated. Community Speedwatch: Cllr Gilchrist advised we can use recent data, there is no need for metro count. Downloaded info from SIDS will be forwarded to Cllr Stewart from Cllr Gilchrist.

(3) Swings/FAF equipment – Up to date with maintenance.

***Cllr Berry left meeting at 2037.***

**(4) Repair/Refurbishment of Notice Boards**

It was agreed by all present that we shall proceed to upgrade noticeboards individually, commencing with Eastcourt and Cheglow first. Cllr Gilchrist will contact Cllr Grainger to move forward.

(5) Bus shelter - Cllr Lawes to investigate planning requirements as location is in a Conservation area.

*P. Gilchrist  
314  
05.06.18*

- (6) Low level fencing/bollards to Village Green – to be tabled at next meeting.
- (7) Annual Parish Meeting 2018 – Sat 5<sup>th</sup> Mat at Crudwell Village Hall 10.00 a.m.

**11. Closing comments/Other Parish Matters**

Cllr Stanford was thanked for organising the Annual Muck-In.

**There being no further business the Chairman declared the meeting closed at 20.52.**

**12. Matters for the next meeting Tues 5<sup>th</sup> June 2018**

School donation/Citizens Award

Low level fencing/bollards to Village Green

Internal Audit report – progress to identified items.

*P. Culbert*  
4/4  
05.06.18