

CRUDWELL PARISH COUNCIL MINUTES
Annual Meeting of Crudwell Parish Council
Tues 25th May 2021 7.15 p.m. Crudwell Village Hall

Present: Cllr P Gilchrist, Cllr R Lambley, Cllr G Lawes, Cllr N Doel, Cllr S Butcher

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. Election of Chair

P Gilchrist, outgoing Chair stood down from the position of Chair. Clerk requested nominations and P Gilchrist was proposed by GL and seconded by RL. P Gilchrist agreed to accept the position of Chair, to remain in office for the ensuing year and returned to Chair the remainder of the meeting. Term of Office form was completed and signed, Clerk to retain on file.

2. Election of Vice Chair.

P Gilchrist requested nominations and R Lambley was nominated, proposed by GL and seconded by PG. R Lambley agreed to accept the position of Vice Chair to remain in office for the ensuing year. Term of Office form was completed and signed, Clerk to retain on file.

3. Election – Councillor S Butcher

Following 2021 Election, Term of Office form was completed and Declaration of Interests which will be uploaded to Wiltshire Council website. Clerk to retain on file. Clerk had previously forwarded Parish Council Standing Orders, Code of Conduct, Financial Regulations and Financial Risk assessment. Cllr Butcher was welcomed to Crudwell Parish Council by all in attendance.

4. Welcome, apologies and absence – Chair welcomed all present to the meeting.

Absent: Cllr C Berry (Wiltshire Council) and Cllr Stewart.

5. Approval of Minutes from Tuesday 6th April 2021

1. It was proposed that the above Minutes were approved and were signed by Chair. Clerk to upload on website.	Proposed by: GL Seconded: RL All present in favour.
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6. Matters Arising from above meeting

Draft letter to resident of The Street re planting in wall causing obstruction in road	Clerk has posted.
Playground inspection report There were some fencing issues reported and it may be that the fencing contractors were arranged to return.	Clerk to query
Edenstone rubble	Clerk informed/sent photos.
Check new roundabout bearing	Roll over to next meeting to verify this has been completed
Land Registry return documents to proceed to negotiation It was agreed that this item will not be discussed to allow new council members to be brought up to date on the subject matter.	Clerk submitted
Delivery of Noticeboard	RL confirmed that was now installed
Ownership of land for bench at The Dawneys	GL had been unable to verify the land ownership through the Land Registry and Clerk will enquire with Cllr Berry
Photo of sign/post Rommel Lane from Chedglow	Clerk has reported

P Gilchrist – Chairman *P Gilchrist*

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7. **Finance** Bank account balances 15/05/21 Treasurers: £12,346.66 Instant Bank: £16,947.83
 1. To resolve: Crudwell Parish Council wish to certify as Exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 with turnover (income and expenditure) less than £25,000. Proposed by PG and seconded by ND and all present in favour, Chair/Clerk RFO to complete Exemption Form – Page 3 of AGAR form.

2. To resolve: Approval and agreement of Auditing Solutions Corporate Governance Questionnaire.

Completed form had been circulated prior to the meeting, it was proposed by PG and seconded by RL and all present in favour to accept completed form and this was signed by Chair P Gilchrist.	Clerk to forward to Internal Auditing Solutions
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3. Bank signatories - authority to add additional councillor signatories and remove previous councillors
 It was proposed by PG and seconded by GL and all present were in favour.
 Clerk to complete bank mandate form to show:-

To remove from bank mandate	Former Cllrs Stanford and Fraser
To add to bank mandate	Cllrs Lambley, Lawes, Doel and Butcher

To roll over to next meeting for wet signatures from the above councillors after which the form can be submitted to Lloyds Bank.

4. Accounts for payment – circulated prior to meeting. To note: ID Verde is incorrect and is not submitted for payment, no VAT reclaim received.

		Net	VAT	Total
Clerk	Salary/expenses April 2021	£407.01		£407.01
Defib Stores	Eastcourt defib and cabinet	£1184.00	£236.80	£1420.80
PATA Payroll	Jan/Feb/March 21 payroll fees	£23.85		£23.85
Zurich Municipal	Annual Parish Insurance	£549.95		£549.95
Zoom	April subscription	£11.99	£2.40	£14.39
Vision 0273	Neighbourhood Planning consultancy fees	£250.00	£50.00	£300.00
Vision 0269	Neighbourhood Planning consultancy fees	£325.00	£65.00	£390.00
Total		£2751.80	£354.20	£3106.00
Income				
Precept	1 st instalment 22.04.21	£7878.27		£7878.27
It was proposed by PG and seconded by GL that the above accounts are paid. Clerk to forward payment.				
The Vision Invoices were confirmed by RL to be accurate costs and were within expected budget.				

8. Planning

1. Application No: 21/02489/FUL Application Type: **Removal/variation of conditions**
 Proposal: Removal of condition 4 on 16/09797/REM to enable garage at Mulberry House to be used as habitable accommodation, and external works to southern facade.
 Site Address: Mulberry House, Tetbury Lane, Crudwell, Wilts, SN16 9HB Extension to 26/05/21
 Planning Application: 21/02489/FUL (wiltshire.gov.uk) It was agreed to issue NO COMMENT.

2. Application No: 21/02541/LBC Application Type: **Listed building consent**
 Proposal: Removal of pointing /render / reinstatement to original farmhouse elevations, replace porch with stone canopy Site Address: Oatridge Farm Eastcourt Crossroads Northeast To Extension to 26/05/21
 Oatridge Farm Cottages Eastcourt SN16 9HR
 Planning Application: 21/02541/LBC (wiltshire.gov.uk) It was agreed to issue NO COMMENT.

P Gilchrist – Chairman *P Gilchrist*

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3. Application No: PL/2021/03886 **Application Type: Householder planning permission**
Proposal: Single storey extension to rear and side of existing dwelling
Site Address: Ridgeway Cottage Tetbury Lane Crudwell SN16 9HB Comments Extension to 26/05/21

Comment - We have some concerns over this application.

1. Ridgeway Cottage is an historically significant Victorian cottage in a prominent position on Tetbury Lane. It has been extended on numerous occasions; the additions are significantly larger than the host dwelling. The proposed addition, to the side of the property, has a significant impact on its bulk, the previous extensions were to the rear, and ensured the host dwelling retained a level of dominance, we fear this will be lost with this extension.

2. The application description states a single storey extension, the drawings show a two-storey extension.

3. We would like to ensure the proposal respects the Crudwell design guide within our Neighbourhood plan, the application drawings indicate little to suggest this is the case..

4. The front facing gable adds prominence to the extension, we would suggest that if it were to be approved, the roof is turned through 90 degrees, to soften the front view.

4. Application No: 21/01687/FUL **Application Type: Full planning permission** **(GL – Dec of Interest)**
Proposal: Raise the roof of existing block work garage to provide additional storage capacity. Move door entrance from garden end to raised side wall (garden side) to improve access. End wall facing garden insert window with view to garden
Site Address: Brook Cottage, Crudwell, Wilts SN16 9EW Extension to 26/05/21
Planning Application: 21/01687/FUL (wiltshire.gov.uk) It was agreed to issue NO COMMENT.

5. Application Ref PL/2021/03417 **Application Type: Full Planning Permission** **(GL and PG Dec of Interest)**
Proposal: Proposed detached extension to provide a library in the rear playground
Site Address: Crudwell School, Eastcourt Road, Crudwell, Wilts, SN16 9ER Comments: by 10/06/21
<https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z0000154oUCAAY/pl202103417?tabset-8903c=2>
It was agreed to issue NO COMMENT.

6. Application No: PL/2021/04824 **Application Type: Full planning permission**
Proposal: Construction of an all-weather canter track
Site Address: Plum Tree Cottage, Kemble Wick, Cirencester, GL7 6EQ Comments by: 14th June 2021
Link: Planning Application: PL/2021/04824 (wiltshire.gov.uk)
It was agreed to issue the following comment: New access is not identified on application form.

7. Open letter: Policy required for industrial-scale solar and battery energy storage system (BESS) developments
It was agreed that this item will roll over to the next Parish Council meeting when we can discuss with Cllr Berry present.

With return to face-to-face meetings it was noted that the purchase of a projector for use in the Village Hall would very much assist with the viewing and discussion of planning applications and Cllr Lawes will look at what is suitable for our use.

The matter of a possible planning breach was brought to the attention of Crudwell Parish Council and Clerk will make enquiries to inform the relevant department at Wiltshire Council.

P Gilchrist – Chairman



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9. **Wilts Council** – Cllr Berry was not present.

10. **Neighbourhood Plan**

NP Steering Group Report for PC 25/05/2021

Following our announcement of the 11th May stating that the Crudwell Neighbourhood Plan had passed the 6th of May Referendum with 83% of votes in favour, (50% of those on the Register of Electors) we received confirmation from Wiltshire Council on the 19th May that the Plan has been formally 'made'. This means that our Neighbourhood Plan now forms part of the Wiltshire Council Development Plan and the policies in the Neighbourhood Plan will be given full weight when assessing planning applications that affect land in the Crudwell Neighbourhood Area. We have notified parishioners via our website, email list, Facebook, WhatsApp groups and notices in the parish notice boards.

We believe that the policies in the Plan, which have been designed with input and requirements from our consultations, will facilitate the sustainable and scalable development of Crudwell through till 2026 and lay sound foundations for the future. Key to this is both our new Design Guide; to ensure that new buildings are in harmony with the village and street scene; and our unique Community Liaison Group. This body, comprising Steering Group members, Parish Councillors and residents will work with the site promoters to develop and agree details of a Tuners Lane planning application which will seek to deliver high quality, well designed and realistically affordable houses. This will in turn lead to the tendering and appointment of a building firm to complete the development by 2026.

We understand that the Tuners Lane landowner and site promoters are currently preparing a Planning Application for the Site. The Community Liaison Group will convene when the first stage proposals which will consist of:

- Background reports and constraints mapping
 1. Applicant to prepare background reports and initial constraints map and circulate to CLG (via SM)
 2. CLG to review background reports and initial constraints
 3. CLG to feedback via a virtual workshop

Having a made Neighbourhood Plan helps to ensure that we have much more control of any development in our Neighbourhood Area until 2026, when a new Neighbourhood Plan can be developed.

Looking to the future we will need to assess the impact of the Government's proposed Planning Bill, as announced in the Queen's Speech, which as currently envisaged represents a huge challenge for Neighbourhood Planning and localism generally. We are also dependent on the emerging new Wiltshire Local Plan in order to understand what local development plans may entail. In the meantime, we are working with over 30 Wiltshire Councils with the support of our MPs in order to lobby for changes to protect Neighbourhood Planning during the Bill's development and scrutiny processes.

Roy F Lambley

11. **Covid 19**

Nothing in addition to report, the support group remains active and can assist as required.

12. **Parish Matters**

1. Tuners Lane/Days Court area road surface requires attention (Wilts Highways) resident email, Cllr Berry to be informed by Clerk.
2. Swing seat replacement – Clerk is having difficulty finding the correct contact details.
3. Builders Rubble from Edenstone – No update available, but contractors were confirmed as attending to remove this.
4. Playground inspection report review and actions – see matters arising, there are some fencing works to complete

P Gilchriest – Chairman

P Gilchriest

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5. Memorial Bench – ownership of land
6. Noticeboard – this has been delivered and is in situ, RL was thanked for his assistance in this matter.
7. What's On – Crudwell – RL will meet with D Mitcham to discuss if the Parish Council can contribute to costs to keep the publication in operation as a valuable community resource.
8. Track at Rommel Lane – this item was not discussed

Additional Item: Footpath by Potting Shed – Cllr Doel will visit and to be discussed at next meeting if we should assist with organizing clearance/ask Parish Steward to attend etc.

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. This has been collected.

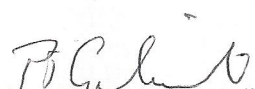
13. Closing comments/Chair to close meeting.

Cllr Lawes raised the issue of localised flooding and a discussion followed on how we can help residents understand the engineering of the wastewater system. Councillor Doel advised there is new information from Natural England regarding the recommendation to not dredge watercourses and he will circulate this to councillors. Clerk advised there is a grant scheme from Thames Water which may be of interest and will circulate the details.

There being no further business the meeting was declared closed at 9.20 pm.

Date of next meeting – to be advised to accommodate the approval of the annual audit requirements.

P Gilchriest – Chairman



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