

# ANNUAL MEETING OF CRUDWELL PARISH COUNCIL

Weds 11<sup>th</sup> May 2022 at 7.00 pm. At Pettifers Hotel, Crudwell

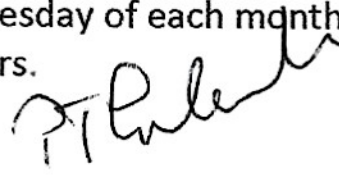
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Present: Cllrs Peter Gilchriest, Roy Lambley, Neil Doel, Alexander Stewart, Stephen Butcher, Chuck Berry (Wiltshire Council) Also present: L Dent - Clerk

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1. Election of Chair - Cllr R Lambley opened meeting took position of Chair as P Gilchriest stood down. Nominations were received for Cllr P Gilchriest who agreed to stand for election as Chair, term of office one year. Proposed by RL seconded by AS and all present in favour. Cllr Gilchriest signed the Acceptance of Office form (then countersigned by Clerk) and took the post of chair for the remainder of the meeting.
2. Election of Vice Chair. Nominations were received for Cllr R Lambley who agreed to stand for election as Vice Chair, term of office one year. Proposed by PG seconded by SB and all present were in favour, Cllr Lambley signed the Acceptance of Office form (then countersigned by Clerk).
3. Apologies received for Cllr G Lawes. No declarations of interest to items on the agenda from those present.
4. Approval of Minutes from March 2022 and ratify items from April 2022 online meeting  
The Minutes of March 2022 were approved and signed by Chair. Items from April meeting online (payments and planning comments) were ratified, proposed by PG seconded by RL and all present in favour.

Playforce	Roundabout bearing	£675.36	1471
Broadbean Digital	Web hosting	£75.00	1471
Clerk Invoice	March 2022	£359.04	1473
Clerk Invoice	April 2022	£327.78	1474
PATA	3 months payroll	£18.40	1475
WALC	Annual Subscription	£443.88	1476
CIX	Crudwell pc annual hosting	£108.00	Debit card
		£2,007.46	

5. Further arrangements for meeting dates including Annual Meeting Standing Orders to be amended.  
It was resolved to move the meeting dates for Crudwell Parish Council to the third Tuesday of each month, commencing June 2022. Next meeting 21<sup>st</sup> June 2022. Clerk to amend standing orders. 
6. Matters Arising
  1. Fencing. Clerk and 2 councillors met with fencing contractors. We are not sure of the ownership or responsibility for maintaining the fence around the playground and fresh air fitness and this will need to be clarified with the Village Hall Committee, who we understand may be in the process of arranging their AGM.
  2. Grant for Jubilee £75.00. This has been submitted to Area Board and we await their response.
  3. Dog Waste Tuners Lane. Cllr Butcher has reviewed the area and we will continue to monitor.

#### 7. Jubilee events (see also 13.2)

Prizes for the raffle were confirmed as Dyson Hoover £379.99, £200 A Blanch, 2 cases of wine, case of beer and MOT, meal for 2 Pettifers, meal for 2 Wheatsheaf, personal training session, Waitrose voucher, 10 bags of compost, Tesco voucher, golf course voucher and others (approx 20 prizes)

The Musical evening in the Church will be 2 local singers and the Crudwell school choir. The School are bringing art projects, and we will serve wine and refreshments. It is a ticketed event so we know how many people are coming vouchers will be provided for drinks. Wedding dress display and launching video of church. p11/4  
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The Village Green event will include a fiddler and saxophone group, cakes stall and you can bring your own picnic.



There will be a Prosecco bar and we will apply for a Temporary Event Notice to sell alcohol.

The Village Hall event will include a vehicle display, including tractors, Air Ambulance representatives will be in attendance, food and bar available. We will apply for a Temporary Event Notice to sell alcohol.

1. Expenditure required for Jubilee Events – the expenses below were approved for payment, all present in favour.

Raffle licence	Wiltshire Council	£40.00
2 X Temporary Event Notice to sell alcohol	Wiltshire Council	£42.00
Malmesbury Marquees	Marquee	649.80
Sum Up	Card reader	19.20
AJ Willis	Church Photography	50.00
Skip Walker	Raffle books	112.03
Mal Rogers	Musician	150.00
R Lambley	Queen cut Out	35.00
Crudwell Church	Flower Display	50.00

#### 8. Finance

1. To resolve: Approval and agreement of Auditing Solutions Corporate Governance Questionnaire. This had been circulated prior to the meeting. It was proposed by PG and seconded by RL and all present were in favour that this completed document is approved and sent to Auditing Solutions, our Internal Auditor.
2. 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. It was proposed by PG and seconded by RL and all present in favour that we certify as Exempt. The Chair/Clerk RFO signed Exemption Form – Page 3 of AGAR. This will require a minute reference before being forwarded to PKF Littlejohn.
3. Bank account balances 25/04/22 Treasurers £16943.65 09/03/22 £19949.23. It was noted we have received the first instalment of the Precept, the most recent VAT reclaim and the final allotment payment.
4. Bank mandate - authority to add additional councillor signatories and remove previous councillors and authorise with 2 full power signatories (LD form also for bank account viewing access only). The completed mandate form was signed and Clerk will return to Lloyds Bank.
5. Allotment holders – invoicing has now been completed.

#### 6. Accounts for payment:-

Clerk Invoice	April 2022	£327.78
PATA	3 months payroll	£18.40
WALC	Annual Subscription	£443.88
CIX	Crudwell pc annual hosting	£108.00

*R. Lambley*

It was resolved that the above payment are approved, proposed by Pg and seconded by RL, all present in favour.

#### 9. Planning

1. [Application Ref PL/2022/02837](#) – **Listed Building Consent** Address: Murcott Farm House, Murcott, SN16 9EX  
Proposal: Replacement of Existing 'Breezeway', Removal of Chimney Breast, Installation of Lift and Associated Internal works. **It was resolved to issue NO COMMENT, comment by 12<sup>th</sup> May 2022**

2. [Application Ref PL/2022/02774](#) - Application Address: Murcott Farm House, Murcott, SN16 9EX  
Proposal: Replacement of Existing 'Breezeway', Removal of Chimney Breast, Installation of Lift and Associated Internal works **It was resolved to issue NO COMMENT, comment by 12<sup>th</sup> May 2022**

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3. [Application No: PL/2022/02888](#)

Site Address: Land Adj Quelfurlong Cottages, Crudwell, Wilts, SN16

9SL

Application Type: Full planning permission Proposal: Erection of a new field shelter

**It was resolved to issue NO COMMENT, comment by 17<sup>th</sup> May 2022**

4. [Application No: PL/2022/02617](#)

Site Address: Chedglow Field Farm Crudwell Lane Upper Chedglow SN16

9HA Comment by 18<sup>th</sup> May 2022

Application Type: Full planning permission Proposal: Move an existing gateway 100m up the lane to improve access, visibility and reduce mud on road. Concrete off the highway to the kerb edge.

It was resolved to comment: please be advised there is a mobile mast behind the original gateway and therefore some access should be maintained. The proposed gateway is in an area that does flood – please investigate culvert/ditch. .

5. [Application No: PL/2022/02880](#)

Application Type: Householder planning permission

Proposal: Construction of a new dormer, a single storey side extension and a two storey rear extension

Site Address: Eastcourt Farm, Eastcourt, Malmesbury, Wiltshire, SN16

**It was resolved to issue NO COMMENT, comment by 10<sup>th</sup> May 2022**

## 7. Wilts Council

Wiltshire Council is aware of at least 120 households living below the poverty line, due to price increases including utilities and fuel price increases and also strong inflation. Councils need to be aware where residents can access advice and assistance and it is hoped that Universal Credit payment may be increased.

## 8. Neighbourhood Plan

We are now commencing application for Locality Grants to commence support for work on the Neighbourhood Plan Review. The basic grant is £8000 and further grants are available up to £6000 for technical support. Support is also available from our Link Officer at Wiltshire Council; Sophie Davis.

It is anticipated that technical support will be commissioned from Vision Planning who oversaw the successfully made 2021 plan throughout. Estimates are available and a formal quotation for the work package will be printed to the Parish Council for approval in due course.

The scope of the work for the review will include new policies in respect of

- Housing Allocation of small infill and self build sites following a call for sites.
- Green spaces including the greens and Glebe Fields
- Hedgerows and green corridors
- Business development including a community hub

There was no update from the Community Liaison Group as there had been no update from the Tuners Lane promoters since the last communication.

## 9. Covid 19

The Street Leaders remain in place offering assistance. It may be that their role evolves into include a Neighbourhood Watch element.

## 10. Parish Matters

1. Poores Money – To note: Informed the Crudwell Charity has submitted the Annual Return to the Charities Commission.
2. Playground Bark Chippings. We will now arrange the delivery of 5 bags of playground bark chippings and co-ordinate the delivery of this with when the labourers are available to spread the chippings around the playground area. It was agreed we will also ask them to look at relaying the matting under the items of equipment.
3. Fencing contractors – as well as establishing ownership or responsibility to maintain the playground area fence, we will seek other quotes from fencing companies. Clerk will enquire with Oaksey and Minety Clerks.

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#### 4. Footpaths and stiles

The dead tree has been removed from the Potting Shed footpath and the old stile underneath removed. Cllr Doel cut down the dead tree and was thanked by all present. At the other end of the footpath it was agreed we need a gate or stile which was suitable for universal access. Cllr Butcher will discuss with S Leonard at Wiltshire Council to agree what is suitable and will also raise whether if there are any funding opportunities from Cotswolds Wardens or the new Footpaths group at CAT G. he will also clarify the position of landowner responsibilities as we are aware of some stiles which are in need of replacement.

Cllr Lawes is making a footpath map of Crudwell as part of the Jubilee. We will agenda for next meeting.

5. Dog waste bins Tuners Lane – we will continue to monitor this area.

6. Parish Steward – nothing to add.

1. The tree on Post Office green trimmed by Parish Steward.
2. He has offered to trim the Potting Shed path from time to time.
3. We will include galvanised rails on our list for repainting.

### 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 to after the Jubilee.

2. Platinum Jubilee Events

Street party request for financial assistance – we are unable to offer this to individuals. We will be providing free events which residents can attend.

Village tidy/offer of bench painting – we have received offers of painting the metal benches around the Village and are please to accept these offers. Clerk will advise that the benches are anodised.

Free Trees – Clerk has ordered a pack of 15 urban trees and these are expected for delivery in October. These are part of the Queen's green Canopy initiative.

Citizens Award July 2022 – this will be in the usual forms of book tokens and donation totalling £100.00.

### 14. Closing comments/Chair to close meeting.

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**We are pleased to note the pavements at The Grove will be receiving repairs although Highways have been unable to inform when this will happen. Also the white lines at Kemble junction will also receive attention/repainting in due course.**

**The wooden low railings on the Village Green have been damaged and will need repair.**

**Date of next meeting – to be advised.**



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