

**CRUDWELL PARISH COUNCIL MINUTES  
Tuesday 3<sup>rd</sup> November 2020 7 p.m.**

**Present:** Cllr P Gilchrist (Chair), Cllr T Fraser (Vice Chair), Cllr R Lambley, Cllr J Stanford  
Cllr S Grainger, Cllr G Lawes, Cllr M Credicott, Cllr A Stewart, Ward Councillor C Berry (Wilts Council)  
**Clerk:** Lisa Dent **Neil Doel - present for part meeting**

Join Zoom Meeting  
<https://zoom.us/j/99236424505?pwd=QjNRQ21FY2tPT0VHdGhKL3pEaU9Ldz09>  
Meeting ID: 992 3642 4505    Passcode: 546757

***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. Meeting opened at 7.03 pm by Chairman Peter Gilchrist, who informed it was being recorded to assist in producing Minutes and all present welcomed. No apologies received. It was noted that N Doel was in attendance and he was requested not to speak unless given permission on request.

Cllr Berry advised he had been in contact with Cllr Grainger regarding the previous parish council meeting regarding issues relating to community speeding and how this item can be progressed by the powers of the Parish Council and District Council and had also reported to Wiltshire Council that the road surface of Rommel Lane is in poor repair and requires attention.

2. Declarations of Interest to items on the agenda – Councillor G Lawes - Planning 7.4 Crudwell Court Cottage, Crudwell, Wilts, SN16 9EW

Clerk to query with N Doel if site visit arrangements can be extended for any Parish Councillor who wish to visit Hayleaze Farm. Any councillor wishing to do so should make own arrangements with the site owner Mr N Doel who will try to accommodate.

Order of business was changed from the agenda.

4. Councillor Vacancy to Co-Opt

N Doel was placed in Zoom waiting room, with no audio/visual to the meeting.

It was agreed that the proposal to Co-Opt N Doel as Crudwell Parish Councillor will be postponed until December 2020 Parish Council meeting.	This motion was resolved, proposed by P Gilchrist (Chair), seconded by MC and majority of Parish Councillors in favour
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N Doel returned to the meeting and was informed of the outcome. N Doel was thanked for his attendance then left the meeting.

3. To approve Minutes of the Parish Council meeting from Tuesday 6<sup>th</sup> October 2020

The meeting proceeded to a motion to approve the Minutes:-

1. Addition requested:- 6.1 Eastcourt signage replacement Flistridge Road, between Minety and Eastcourt	Reported by JS on Wilts Council App.
2. It was proposed that the above Minutes were approved, and Chair will sign and return to Clerk. Clerk to upload on website.	Proposed by: PG Seconded: JS In favour: TF, RL, GL Cllr SG against motion proposed. AS and MC abstained as not present at the October meeting.

Chairman

  
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**12.2 Eastcourt BT Telephone Box/defibrillator**

The Parish Council contract regarding the adoption of the telephone box has been reviewed by resident S McLeary and the power cable requires reconnecting to mains course to enable the heated cabinet to the defibrillator to be installed. Cllr JS has forms to request part-funding from Malmesbury League of Friends, local fund raising has also been taking place. It was requested what level of funding is required from Crudwell Parish Council and aside from Malmesbury League of Friends and local fundraising, and Clerk confirmed there are Earmarked reserves in this year's budget for the defibrillator at Crudwell Village Hall and this amount can be transferred and also be included in the upcoming budget. With older residents in the locality, all present were in favour of progressing the project and it has the support of the Parish Council, with measures in place to complete the weekly submission to South West Ambulance (Cllr Stewart can assist Cllr Stanford as he manages submission for the defib at Crudwell Village Hall).

**5. Matters Arising Oct 2020**

Completed:-

Certificates/acknowledgement to COVID-19 volunteers assisting	By RL	
WOIC lead time email	By Clerk/on agenda	
Rommel Lane surface/holes	Reported by CB, M Perrot will attend	
Contract re BT telephone box at Eastcourt	Clerk	
Eastcourt signage replacement Flistridge Road, between Minety and Eastcourt	Reported by JS on Wilts Council App	
Fencing repairs by Willis Bros	Complete, invoice received	

To progress/on agenda:-

Treeworks report – schedule remedial actions	PG/TF to review. (Cllr SG has details of tree surgeon who could assist and will forward to PG) or can use ID Verde.
Emergency Plan	PG on agenda
Rommel Lane access	PG/TF/GL to draft note about when the track was used for access to the football field
Right of Way	GL has sent email as an opening to resolving the issue
Chelworth Road Surface	GL to contact M Perrot at Wilts Council
Clarify with Crudwell School re the installation safety/upkeep of new gates align with Governing Body	PG to confirm with school that appropriate arrangements are in place regarding installation and maintenance.
Fallen tree removal to Glebe Field R Wilson	Will be attended to shortly
Roundabout equipment maintenance	Attending this week as a cost of £400 for maintenance visit plus additional expense for parts etc.
Eastcourt signs X2	Reported, awaiting action – will update next meeting

Cllr Stanford left the meeting.

**6. Finance**

1. As of 30 October 2020: Treasurers Account: £14,348.60 (this includes the VAT refund payment £1311.11) Business Bank Instant: £16,946.86

**2. Accounts for payment**

CIX (debit card auto payment on 16.11.20)	Domain renew 1 yr. MyCrudwell	£6.00
ID Verde	Sept 2020 Invoice	£133.10
Willis Bros	Fencing works to playground	£129.60

Chairman

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Clerk	October 2020	£394.98
HMRC	Re above invoice	£44.40
Vision	Consultancy fees	£1050.00
	<b>Total</b>	<b>£1758.08</b>
It was resolved that the above payments are authorised to be paid.		Proposed by MC and seconded by AS and all present in favour.

3. VAT reclaim has been received, see 6.1

4. Budget setting 2021/22 – this will take place at December 2020 Parish Council meeting, updated information on the tax base is due to be received shortly.

To inform Clerk on amount outstanding for payment for refurb of noticeboard	SG to Clerk
To advise the costs of NHP to end of March 21 and for next financial year.	RL to Clerk

### 7. Planning/Development

(1) Applic Ref: 20/08337/FUL Applic for Full Planning AND (2) Listed Building Consent 20/09214/LBC Proposal:- Install Automated Wooden Swing Gate, yew hedge along the boundary wall and existing stone wall to be extended up to the gate At: The Old Tythe Barn, Eastcourt Road, Crudwell, Wilts, SN16 9ER Comments to be received by: 19 November 2020

The Parish Council agreed to issue: The open aspect of the communities historic Tythe Barn, is of great significance, and we would be concerned to lose this. We cannot see any reference in the application to the stone boundary wall details. Whilst we understand the need for safety and security, the historic significance of this building, and its setting, we feel, should take precedence. Before commenting further, we would require full details of the proposed wall structure, its height and detailing.

(3) Applic Ref: 20/09135/TCA Application for Work to Trees in a Cons Area Proposal:- 1 Metre Crown Reduction to Yew Tree (T1) At: Brook Cottage, Crudwell, Wilts SN16 9EW Comments to be received by: 11 November 2020 The Parish Council agreed to issue – NO COMMENT

(4) Applic Ref: 20/08837/VAR Application for Variation of Condition Proposal:- Variation of Condition 2 of 20/02956/FUL Relating to a Change in Roof Materials At: Crudwell Court Cottage, Crudwell, Wilts, SN16 9EW Comments to be received by: 23 November 2020 Dec of Interest Cllr Lawes. Dispensation was given for Cllr Lawes to give a descriptive overview of the planning application to Councillors.  
The Parish Council agreed to issue – NO COMMENT


(5) Kemble Solar Farm Consultation: Site Visit

The attendees (X2 places available) from Crudwell Parish Council were agreed as GL and RL. SG will be reserve.	Clerk to inform Aura Developments.
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### 8. Wiltshire Council report (Cllr C Berry) – Standing Item

Wilts Council is In COVID-19 recovery phase and Management Board has been re-configured. Budget is to be re-appraised as a result of this 4-week lockdown and additional funds should be made available to the Council. It was noted that there is a possibility the lockdown will be extended in December 2020. Businesses are receiving support in assistance to business rates. Schools remain open and the closure of non-essential shops in this second lockdown is hoped to be effective in reducing the spread of Covid-19. [www.ons.gov.uk](http://www.ons.gov.uk) - was suggested as a helpful resource to Covid and can be filtered to local areas.

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**9. Neighbourhood Plan Steering Group Report (Cllr R Lambley) – Standing Item**

Following receipt of Wiltshire Council’s detailed response to our Reg 16 consultation on the 2nd October 2020 and discussions with our NP link officer at Wiltshire Council, we responded formally, as required, with a letter from the PC Chair agreeing that we would add text onto our DD1 Housing Allocation policy. The intention of the additional text is to ensure that the subsequent planning application for the site includes an appropriate assessment with respect to the Clattinger Farm SSSI site.

We understand that the formal Examination by the appointed planning inspector has commenced and feedback is anticipated by December of this year. The Neighbourhood Plan therefore remains on track and within allocated budget.

We have joined numerous other Wiltshire Councils (WALPA) in dialogue with Wiltshire Council concerning the Future of Planning White Paper in the context of the Wiltshire five-year land supply and Neighbourhood Plans. I took part in a briefing meeting on the 9th October between the Wiltshire Council planning team and over 30 representatives of local Wiltshire Councils.

There is no doubt that our meeting with Sam Fox and his team was very helpful and a response to the questions raised is awaited. Further to this the WALPA Steering Group; chaired by the Mayor of Malmesbury has a scheduled follow up call with Sam on Wednesday 4th November. From this we should get:

- a. An agreed process for how Sam will respond to the questions raised on the 9th October.
- b. A clear steer on when in November the updated 5-year land supply number will be published. Obviously this is critical to the immediate future of Neighbourhood Planning.
- c. A date for the follow up briefing meeting.

**10. COVID-19 19 Community Initiative – (Cllr R Lambley) – Standing Item**

The following message was sent to all 33 Street Leaders and deputies on the list via their WhatsApp group with both open letters. Read receipts for all were noted and a thank you message from many.

“The Parish Council has asked me to share the attached letters of gratitude to the amazing group of Crudwell Street Leaders in grateful recognition and thanks for your outstanding community spirit and support to our elderly and vulnerable in these most difficult times. One sent with this message and one to follow.  
Cllr. Roy Lambley my-Crudwell.org”


A response has been received to our request to make EWOIC available in a more timely manner rather than the current two-week lag. While this is helpful it will still mean that the information is a week out of date following our submission. I recommend that we should post our updates on the my-Crudwell website and notify parishioners via alerts to our mailing list of over 200 contacts and the 33 WhatsApp Street Leaders members in order that there is no delay in publishing guidance and updates as was the case during the previous lockdown. The WOIC printed version can follow that up when distribution recommences.

RL to arrange meeting with Broadbean for Clerk to be trained in uploading information	RL/Clerk
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**11. Parish Matters**

- 1. Trees
  - (1) Fallen tree removal (2) Progress treeworks from report (TF and PG) - Covered in Matters Arising.
  - 2. Playground (1) roundabout equipment maintenance/costing

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Contractors due to attend on Friday and will be prepared for maintenance and cleaning. Any parts will need to be ordered. Cost quoted £400 for the maintenance only visit.

3. Emergency plan

PG has received an email from Renate at Wiltshire Council to organise a virtual flood group meeting and he will then enquire what the process is for the emergency plan to be finalised and acknowledged as such by Wiltshire Council.

4. Track at Rommel Lane - Covered in Matters Arising.

5. Crudwell footpath/right of way - Covered in Matters Arising.

6. Noticeboards – Covered in 6.4, costing required

7. Highways/speeding

Cllr Berry is making enquiries with Wilts Council regarding what can be achieved at Parish Council and District Council level and suggested Auto Speedwatch (ANPR Cameras) might be an option and these are starting to be supported by the Police.

PG has spoken with Ollie Phipps re obtaining these cameras and once there is availability we will be contacted. It was noted that Community Speedwatch might be viable should volunteers be in place (it was noted that due to Covid, no training was possible presently.)

PCSO John Bordiss has emailed expressing he had been contacted by residents regarding the village speeding issue.	SG will liaise with PCSO J Bordiss
To assess if there would be local volunteers willing to commit to training and managing a community speedwatch group	SG

8. Parish Steward (JS)

Build-up of leaves to footpaths around Village Green. Gullies through stream into Village Green are blocked.	Clerk to inform JS
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12. Other projects

1. Review/redesign of parish council and MyCrudwell websites to include accessibility requirements  
To be progressed later.

2. Eastcourt BT Telephone Box/defibrillator - Covered earlier in meeting

13. Closing comments/Chair to close meeting.

AS updated on the current business usage of the Breakers Yard at Hankerton. It was noted that this business is in the boundary of the Parish of Hankerton.

There being no further business the Chairman declared the meeting closed at 20:57

Chairman



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