

**CRUDWELL PARISH COUNCIL MINUTES
Tuesday 6th October 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, Ward Councillor C Berry (Wiltshire Council) from 19:55
Clerk: Lisa Dent Neil Doel present**

To join the Zoom Meeting ID: 994 8635 2285 Passcode: 393174
<https://zoom.us/j/99486352285?pwd=VctVSGtGaXlvTVRIQ202L3oxZ3VPdz09>

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. Chairman Peter Gilchrist opened meeting at 7.08 pm, informed it was being recorded to assist in producing Minutes and all present welcomed. Apologies were received from Cllr Credicott and Cllr Stewart was absent. It was noted that N Doel was in attendance and Chairman queried if he required public speaking and he confirmed he did not.

(TF was in attendance receiving full audio and visual, but the meeting received only audio and was not visible.)

2. Declarations of Interest to items on the agenda – No Declarations of Interest from Councillors present.

3. To approve Minutes of the Parish Council meeting from Tuesday 1st September 2020 meeting

It was proposed that the above Minutes were approved, and Chair will sign and return to Clerk. Clerk to upload on website.	Proposed by: RL Seconded: GL All present in favour.
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4. Matters Arising Aug 2020

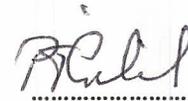
Financial Risk Assessment	on agenda
Site visit to Hayleaze Farm -	on agenda
Tisbury Plan extension to review if helpful to Crudwell NHP	in NHP report
To request which information is required for issue of certificates to Covid volunteers (RL has contact details).	In progress
(1) Fallen tree removal	completed

TF on full visual/audio from 19:12

Treeworks remedial action from report	to be scheduled
Emergency plan –	confirmed as registered with Wilts Council, PG to email Renate
Track Rommel Lane –	PG making contact with R White
Benefits of '.gov' website	K Fielding was contacted by Clerk who advised there are benefits with .gov in that is a government approved domain and therefore trusted by public but the costs associated are higher than a non .gov website.
	To be revisited during website review by RL
Gigaclear works to post on MyCrudwell and Crudwell facebook page -	completed
Right of way –	to be progressed by GL
Chelworth road surface/Gigaclear works –	to be progressed by GL

(1) JS has tidied the area and there is another smaller tree branch down which he will remove if necessary

Chairman


.....P Gilchrist

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5. Finance

(1) Current bank balances 25/8/20 Treasurers A/c: £13,827.18 Bus Bank Instant A/c: £16,946.72

(2) Income received - Noted: Precept of £7853.39 received to Treasurers Account on 25th September 2020. Previous VAT reclaim £1838.05 received into Treasurers account on 24 August 2020.

(3) Accounts for payment

Zoom Subscription	September 2020	£14.39
Zoom Subscription	October 2020	£14.39
PATA	April, May, June payroll services	£23.25
Cllr J Stanford	Wheellie bin stickers	£31.92
Clerk invoice	Sept 2020 includes pay scale increase to be applied April-May-June-July-August 2020	£596.73
HMRC	To above Clerk invoice	£99.40
	Total	£780.08

It was proposed by: GL and seconded by: RL that the above invoices were approved for payment. All present were in favour.

(4) Current VAT reclaim - £1311.11 to be submitted 7th October for the period Start date 01.04.2020 End date 30.08.20 (slight overlap with previous claim due to dates of receipt for invoices.)

(5) Annual review of Financial Risk Assessment – as part of the internal audit review, it was proposed by TF and seconded by PG and all present were in favour to adopt the Financial Risk Assessment.

(6) Quarterly Financial Statement – it was noted and accepted by the Parish Council.

(7) ID Verde invoicing problems – Both September and October 2020 invoices were incorrect, and TF has contacted the Credit Manager to have the invoices amended to reflect the correct costs. It was noted there have been ongoing problems with ID Verde invoicing for some time and we remain vigilant in checking charges.

6. Planning/Development

1. Application Ref: 20/07532/FUL Application for **Full Planning Proposal:-**

2. Application Ref: 20/07651/LBC Application for **Listed Building Consent**

Replacement of existing Wooden gates and fencing at the main entrance, and replacement of existing metal gate and railing at the side entrance At: Crudwell C Of E School, Eastcourt Road, Crudwell, Malmesbury, Wilts SN16 9ER
Comments by: 08 Oct 20

The following comment was agreed:-

Alongside the planning application is listed building consent. Therefore to comment on both, Crudwell Church of England School is in a Conservation Area and prominent location at the entrance to the village (possibly in the curtilage of a listed building and opposite the listed Potting Shed) and if it is possible we would like to see mitigation of the visual impact of the proposed metal gates and railings.

To note: PG advised schools in Wiltshire use a system called Concerto, where Wilts Council take over responsibility for all legal requirements and sub contract to TH White which we believe aligns with Door and Hardware governing body regulations and as this is a potential safety issue. PG will clarify.

3. Application Ref: 20/06656/TCA Application for **Work to Trees in a Cons Area**

Proposal:- See Schedule of Works At: Crudwell C Of E Primary School, Crudwell, Wilts, SN16 9ER

Comments by: 08 Oct 20

The following comment was agreed:- No comment

Chairman

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4. Application Ref: 20/05994/FUL Application for Full Planning

Proposal:- Addition of a pitched roof to existing barn and erection of a new hay barn

At: Land adjacent to Quelfurlong Cottages, Crudwell, Wiltshire, SN16 9SL

Assigned Officer: Eleanor Slack **Direct Line:** 01249 706659

Comments by: 13 Oct 20

The following comment was agreed: We are concerned that the raised roof to the existing barn will have a negative visual impact, The barn gable has a prominent position adjacent the road. We would request the material used, be carefully specified to match the barns opposite, these being natural stone, unfinished timber cladding and slate roofing.

JS advised small property being built in Eastcourt with previous planning issues. Cllr Berry has spoken to Enforcement Officer, and the application was previously declined and put through on Appeal. (See Wiltshire Council report).

5. Hayleaze Farm Site visit

Any Parish Councillor who wishes to arrange with Mr Doel to visit the site is welcome to make contact, it was noted that PG and TF have visited.

Order of business was changed as CB was not in attendance to make Wiltshire Council report.

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

To note: Tisbury have been allowed to extend their plan to 2036 (Made last Year). RL has contact Wiltshire Council (Sophie) to check position and we have missed this opportunity due to expedience of our own Plan. If we wanted to extend, we would go to more consultation. Decision was taken to complete Plan now and go for a quick review which we will get funding for (to follow on quickly from making of Plan, within 2 years.) We are not in the position for an extension, but we can review, which is Wiltshire Council's recommendation.

Breaking news is that we received Wiltshire Council's detailed response to our Reg 16 consultation late yesterday evening.

The Council's comments are positive all in all, and the Appropriate Assessment they produced as a last-minute panic concludes that a Strategic Environmental Assessment is still not needed. We just need to add some text into policy DD1, which should be fine.

Other than that, Wiltshire's comments in the table look as if they repeat some of what they said at Regulation 14. Many of these comments led to changes, so we are not sure at this stage why they are repeated. Also, some of the comments are not very specific requests, e.g. making the vision and objectives more locally distinctive again, so these are a bit tricky: RL will review these.

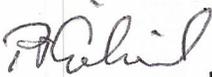
The Parish Council is required to formally respond to the representations in general (but mainly to Wiltshire Council and Ridge) by 26th October. RL and SM will prepare the response for Steering Group then PC review for submission by the due date.

The Reg 16 notices have now largely been taken down but if any remain we would be grateful if Councillors could remove any they come across.

The Independent examiner's review of the plan will be undertaken during October and his recommendations are expected by December 2020.

Invitation to Malmesbury planning event not yet received by RL: Weds 7th Oct at 1 p.m. is the final notice for attendance, PG will forward communication to RL. PG is concerned Wiltshire Council are responding slowly re housing land shortage in Wiltshire and the fact that approved planning applications are being banked by property developers and it is not counted towards land supply.

Chairman


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Cllr C Berry joined the meeting at 19:55

7. Wiltshire Council report (Cllr C Berry) – Standing Item

Now in Recovery phase and starting to peel back issues around Council management and moving towards a more normalised Council. Re Eastcourt development (From 1988, went to Appeal but not recorded on system and planning permission was started in 1990).

JS advised upcoming road closure in Eastcourt 12th to 15th October.

9. Covid 19 Community Initiative – (Cllr R Lambley) – Standing Item

The list of Street Leaders was now available for the distribution of thank you letters. CB stated that the open letters received from Wiltshire Council were the appropriate communications. RL agreed to distribute these to the Street Leaders list.

It was noted that WOIC had now reverted to monthly distribution with a lead time from deadline to distribution and availability of the electronic version for posting to my-Crudwell and the Mailing List of two weeks. It was felt that this was a retrograde step, particularly as the PC had invested in website development to ensure that the publication could be made available on the website within a day or two of compilation of the copy.

It was agreed that the Parish Clerk should write to the WOIC publishers to see if a shorter lead time from deadline to publication was possible and also to request that the electronic pdf copy should be made available on compilation as previously. This would enable much more timely distribution of the e-journal to the mailing list to keep pace with the rapidly changing guidance currently available during the pandemic.

10. Parish Matters

1. Trees (1) Fallen tree removal required. R Wilson will remove to Glebe Field and then recover following harvest commitments in next few days. (2) Allotments – Scottish & Southern Electric treeworks - we await their contact as to when the works will take place (3) To schedule treeworks from recent report (TF and PG). To be arranged.
2. Playground (1) Roundabout equipment maintenance – costing received for £400 to review and assess possible repairs. It was hoped it may require cleaning and lubrication and TF has asked repair team to come prepared for this. (2) Fencing repair Willis Bros – awaiting quotation and their availability.
3. Emergency plan – In progress.
4. Track at Rommel Lane cottages – PG has information re history, trying to contact R White who was Chairman of Lord Lucas Trust who may be aware of historical access rights. All present agreed action to contact Land Registry to state track is not owned, is part of the village, was access for football field in 1950's and Lord Lucas Trust Field. It was hoped this would be sufficient. TF requested it would be helpful if PG, GL himself and Neil Doel could meet to coordinate information to take to Land Registry.
5. Crudwell footpath/right of way – GL advised no further progress.
6. Highways/speeding including:-
 - (1) Eastcourt/Minety speeding (JS) - Coming to Eastcourt from Minety, 2 road signs require attention. Slow down for bend, vertical pillar in situ but no sign attached. Slow down for horses sign requires new post and JS has emailed parish steward on both issues. A recent fatality in this area, it was requested if Cllr Berry could assist and expedite these signs, JS will email exact location and photos of signage.

With regards to the national speed limit/fatality in this area, Crudwell Parish Council will request Cllr Berry informs Wiltshire Council Community Area Transport Group meeting of concerns regarding the speed limit.

Chairman


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(2) Resident 'noise' complaint A429 Malmesbury end – resident lives near to transition point of 30 to 60 miles per hour and is requesting assistance in what can be done to traffic calm or review acoustic solutions. The issue of noise in this area was acknowledged and also speeding traffic issues and volume of motorcycle traffic. It was noted (a) this is a Wiltshire Council Highways issue (b) speed limit changes and sound proofing would be realistically difficult to attain even at a District Council level on an A Road such as this and (c) warning/rumble strips may be viable. Cllr Berry will assist in registering these concerns at a Wiltshire Council Community Area Transport Group meeting, and also advises Crudwell Parish Council to contact Wiltshire Council and Police to register these concerns (Clerk will draft to Parish Council).

Mr Doel in attendance requested to speak and this was allowed by the Chair. He referenced the reduction in historical reduction in speed limit to Crudwell village; there was a previous limit of 40 miles per hour and has been reduced now to 30 (when school is in operation this reduced further to 20 miles per hour).

CB advised action can be made to make it more obvious of entering a populated area by road treatments such as warning/rumble strips. We have SID devices and an auto speed watch camera would be useful and Crudwell Parish Council has registered to receive this when available. Cllr Berry will assist the Parish Council bringing in these matters to the attention at District Level.

Cllr Berry requested SG email to him his concerns re speeding and noise, as a resident and Councillor.

(3) Blind turning Chelworth-Oakley (visibility 'mirror' request). The location is the junction at bottom of Chelworth Hill, a blind corner where there have been accidents. Cllr Berry advised a visibility mirror is not a Wiltshire Highways issued item. The resident may want to contact Jonathan Blanche who owns land by the quarry and if the landowner agrees to an installation, this is possible (example of where this has been used on private land: mirror at other exit A429 from Chelworth by Rectory Hotel. To note: the Parish Council is not suggesting or recommending the use of a visibility mirror.

7. Parish Steward (JS) – covered under 6.1

- (1) reinstate the horse and rider go slow sign as you come into Eastcourt from Minety
- (2) improve signage further to slow people down near the motorway Stile-bridge

Any items requiring Parish Steward attention:- Gates by Rommel Lane require cleaning

11. Other projects

1. Review/redesign of Parish Council and MyCrudwell websites to include accessibility requirements.

RL will take up following completion of Reg 16 of the Neighbourhood Plan work.

2. It was noted that the noticeboard to be placed outside Wheatsheaf is currently awaiting signwriting in the suppliers' workshop. This is the final noticeboard and concludes the maintenance to Parish noticeboards.

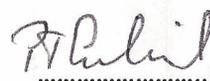
12. Closing comments/Chair to close meeting.

1. Defibrillator to Eastcourt BT Telephone box – JS advised there is a keenness for this by Eastcourt residents and contact has been made to Malmesbury League of Friends to request possible part-funding. Costing approx. £2K with power supply and unit. Clerk to locate BT adoption contract for the telephone box and forward to JS and will agenda this item for next meeting in November.

2. TF was informally approached by a resident re Cllr Grainger's property which is undergoing refurbishment and there is a services hole on the verge which was difficult for the resident to negotiate with a pram and children. Cllr Lawes also indicated a badly filled hole in this area and Cllr Berry will report this on the MyWilts Council app.

There being no further business the Chair declared the meeting closed at 20:52.

Chairman



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