

Crudwell Parish Council

Minutes of the **Crudwell Parish Council Meeting**
Held in Crudwell Village Hall on **Tuesday 14th March 2023** at 7.00pm.

Present: Cllrs P Gilchriest (Chair), R Lambley (Vice Chair), G Lawes, S Butcher

Also present: Lisa Dent (Parish Clerk), Cllr C Berry, 1 member of the public

CPC/23/37 Chair to open meeting, apologies for absence

Cllr Gilchriest opened the meeting.

Apologies received and accepted for Cllrs Stewart and Doel.

CPC/23/38 To co-opt Oliver Hughes as Parish Councillor to Crudwell Parish Council

It was resolved to co-opt Oliver Hughes as Parish Councillor with all present in favour and clerk will make contact to complete and countersign the term of office declaration. Wiltshire Council Elections department will be informed.

CPC/23/39 Public Speaking on request

None requested.

CPC/23/40 To receive Declarations of Interest in accordance with the Council's Code of Conduct

None.

CPC/23/41 To adopt the minutes of Tuesday 21st February 2023

The Minutes were adopted and signed as a correct record.

The order of business was varied.

CPC/23/42 Wiltshire Council report (Cllr Berry)

The poor condition of the roads is a current issue facing Wiltshire Council who is in the process of moving to a new contractor (Milestone). An extra £2M has been allocated to complete the programme of repairs.

New staff are in post at Wiltshire Council planning department.

The footpaths in The Grove will not be resurfaced as agreed as funding has been reallocated.

It was noted the gully by Murcott Farm on Hankerton Road is discharging a large volume of water and the verge is deteriorating.

CPC/23/43 To note matters arising and determine next steps

Gullies and drains are being monitored by councillors and Cllr Butcher is compiling a prioritised list for Wiltshire Council. Tetbury Lane gullies appear to have improved, and this will be monitored.

Wayleave consent was submitted by Clerk to SSEN and it was noted there would be a small payment to Crudwell Parish Council in due course. It was agreed it would be useful to publicise the Priority Services information from SSE regarding additional help for vulnerable people during a power cut.

Restart IT payment, new bank transfer letter has been produced by Clerk and will be presented to Lloyds Bank to enable the transfer to take place.

Certificate of thanks and appreciation to B Bullock for D of E volunteering will be sent by Clerk.

Cllr Berry left the meeting at 7.20 p.m.

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CPC/23/44 Items for inclusion not on the agenda – at discretion of the Chair

None

CPC/23/45 To note bank account balances

Treasurers account £22,041.71 Bus Bank account £17,313.86
It was also noted that the Clerk has submitted a VAT reclaim for £992.13 to the end of February 2023.

CPC/23/46 To note CIL Income received £1224.73 and possible allocation for usage

The income has been received for the development 1 The Willows. Councillors were asked to consider the use of this income for discussion and allocation at the next parish council meeting and that this income could be used in the stiles upgrade project..

CPC/23/47 To resolve accounts for payment

What's On In Crudwell (Ear marked reserve for this financial yr)	£254.00
HMRC – Feb 23 month 11 PAYE	£12.20
Busy Fingers Neighbourhood Plan Consultation photocopying	£792.00
Vision 0480 - Review of NPPF, drafting and submission or response, including discussion with Cllr Lambley	£360.00
Vision 0488 – Work in relation to initial engagement stage between 1/12/22 and 28/2/23. Primarily reviews of draft consultation documents and discussions with Cllr Lambley.	£495.00
Clerk – Feb 23 salary	£424.86
Total	£2338.06

It was resolved to pay the invoices above.

CPC/23/48 To resolve Lloyds Bank debit card application for Cllrs Lambley and Butcher

The form was signed by both councillors and Clerk will return to Lloyds bank complaint department to action.

CPC/23/49 To resolve councillors to be amended to full power signatory

Following our working with Lloyds Bank complaint team it has been confirmed:

Full power signatories – Cllrs Butcher, Lambley, Doel, Stewart
Limited power signatory – Cllr Gilchrist

It was agreed that at the next meeting, forms would be prepared to instruct Lloyds Bank to:-

Remove from bank mandate :	Cllr A Stewart
Add as full power signatory:	Cllr G Lawes
Amend to full power signatory:	Cllr P Gilchrist

CPC/23/50 To appoint Internal Auditor for Financial audit year end 31st March 2023

It was resolved to appoint Auditing Solutions as our internal auditor for year end audit 31st March 2023. It was also confirmed by the Clerk that our income at year end will be in excess of £25,000 and therefore Crudwell Parish Council will require a full audit. Full details of annual turnover (income and expenditure) will be clarified by the Clerk at the April 2023 meeting.

CPC/23/51 To adopt Risk Assessment

It was proposed that the Risk Assessment was adopted and all present were in favour. Chair and Vice Chair received operational passwords in sealed envelopes from the Clerk.

CPC/23/52 Planning

No planning applications received or determined.

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Consultation on Cotswolds National Landscape Draft Revised Neighbourhood Plan Position Statement was noted.

NALC response to Levelling up and Regeneration Bill – Reforms to National Planning Policy was noted.

CPC/23/53 Neighbourhood Plan report – Cllr Lambley

The Neighbourhood Plan Review questionnaire was quality assured by the Steering Group and 450 printed copies distributed by the WOIC team on the weekend of the 4th and 5th March. An on-line version of the questionnaire was commissioned from Community First, a local company who specialise in local authority surveys particularly for Neighbourhood Plan consultations. The Consultation will be live for a period of six weeks and end on the 17th of April 2023. The survey questionnaire was announced on our Facebook page and on our mailing list (350+ members). The consolidation of responses to this initial consultation will be a major input to our Reg 14 consultation.

It is unlikely that the Locality Grant will be expended on technical support with Vision Planning in this financial year so the Steering Group would prefer that the Design Guide alignment with the Government model Design Code should be commissioned from the available funds.

The NP Review remains on target for Reg 14 in the early summer and within budget.

Community Liaison Group, (CLG) Tuners Lane Development

There is no formal update from the Tuners Lane developers, but we understand that the Housing designs will be available for CLG review and comment soon. Following and subject to CLG feedback it is anticipated that the Site Promoters will be able to exhibit CLG approved plans to parishioners in late spring. It has been suggested that this could take place at the Annual Parish Meeting.

CPC/23/54 Covid 19 – Street Leaders

The team are still contactable and currently general undertaking community assistance when required.

CPC/23/55 Parish Matters

Parish Steward. It was noted the Parish Steward has been redeployed to undertake pot-holing tasks.

Stiles and footpaths. The next stile to be upgraded was discussed. This will be deferred to the next meeting and if agreed, could be an area for use of the CIL income. It was noted it would be helpful to review areas of the village and note ownership if known, to assist in community project work.

Speedwatch. Clerk will submit the location and Cllr Lambley will send a photo of the location, to be included.

SIDS devices. It was agreed it would be beneficial to revisit the suitability of solar panels on the SIDS devices. This was deferred to the next meeting and Clerk will investigate costs of the panels. It was also noted there is electricity supply to The Green.

Playground signage. This will not be progressed and may be revisited later. It was noted Cllr Lawes had presented a possible upgrade project to the grounds of the Village Hall at their recent Committee meeting and this had been well received.

Annual Parish Meeting It was agreed this will take place on Saturday 17th June 2023 at the Village Hall at 10.00 a.m. Clerk will check availability of the Hall.

Coronation of HM Charles III – It was agreed this we will progress the possibility of a family

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event at the Village Hall on Sunday 7TH May and could include a raffle, alcohol sales (TEN licence would be required), marquee and village photo. Some expenditure for publicity (banners/printing etc).

CPC/23/56 To consider: B Whelan D of E Volunteering around Crudwell
Councillors were pleased to confirm our support and it was confirmed that Ben would be involved in delivering What's On in Crudwell newsletter as well as other tasks and could also assist at the Coronation event.

CPC/23/57 Parish Council website project work update
Clerk will finalise work to the website so the project can be progressed to the next stage.

There being no further business, the meeting was declared closed at 8.30 p.m.

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