

**CRUDWELL PARISH COUNCIL
LOCAL GOVERNMENT ACT 1972**

You are summoned to attend a meeting of Crudwell Parish Council to be held on
Tuesday 13th Feb 2024 in Committee Room, Crudwell Village Hall, Crudwell at 7pm.

Lisa Dent

Lisa Dent - Crudwell Parish Clerk – parish.clerk@crudwell-pc.gov.uk Published: 10/01/24

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|-----|--|-----------------------------------|---------------------|----------|
| To; | Cllrs; P Gilchrist (Chair) O Hughes | R Lambley (Vice Chair) G Lawes | N Doel S Butcher | I Warner |
|-----|--|-----------------------------------|---------------------|----------|

A G E N D A

1. Public Speaking on request (maximum 10 minutes)
2. To receive any apologies and note absence
3. To receive Declarations of Interest in accordance with the Council's Code of Conduct.
4. To adopt the Minutes of the Meeting held on Tuesday 16th Jan 2024
5. To note matters arising and determine next steps
6. Items for inclusion not on the agenda – at discretion of the Chair
7. **Finance**
 1. To note bank account balances
 2. To note bank reconciliation for Jan 2024
 3. To note QFS to Dec 31st 2023 and cashbook
 3. To resolve accounts for payment
 4. Internet banking update if available
8. **Governance and Procurement**
 1. To resolve if CPC wishes to commence Grant Awarding process and adopt draft policy
 2. To review and adopt Internal Controls Policy
 3. To approve grass cutting tender documents (Contract, Plan and Tender Enquiry Document) and agree to invite 6 companies to submit quotes.

9. **Planning**

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| 1. WC Ref: PL/2023/10629 Address: Land to the North of Chedglow Farm, Crudwell Lane, Crudwell, Wiltshire SN16 9HA Comment by: 18/02/24 | Proposal: Erection of agricultural building with associated works |
| 2. WC Ref: PL/2024/00246 Address: The Willow Tree, Tuners Lane, Crudwell SN16 9EL Comment by: 06/02/24 | Proposal: Notification of proposed works to trees in a conservation area. T3 T4 T5 T6 and T7 - 5 x Thuya trees - Fell. |
| 3. WC Ref: PL/2023/10519 Address: Henstridge House, Tetbury Lane, Crudwell, Malmesbury, SN16 9HB Comment by: 17/02/24 | Proposal: Amended plans / additional information Householder planning permission Single Storey Rear Side Extension, Porch, Garage Conversion, Cotswold Cladding and a 3 Bay Garage with Office. |
| 4. WC Ref: PL/2024/00691 Address: Jasmine House, Eastcourt, Malmesbury, SN16 9HN Comment by: 28/02/24 | Proposal: Lawful development: Existing use . Change of use of land to form part of the garden of Jasmine House, Eastcourt, Malmesbury. Land in question has been used as part of the residential curtilage of the Jasmine House for a continuous period in excess of ten years. |

10. Wiltshire Council report
11. NHP report
12. Community report

13. Parish Matters

1. Community Resilience – Wiltshire Council Emergency Contact Hub Scheme to explore
2. Mapping – Next steps re ownership of areas
3. Flooding and emergency planning– a. Request councillor to be appointed to monitor flood warden inbox (with clerk) b. flooding mapping request Wiltshire Council c. Emergency Hub Contact scheme to progress
4. Blocked gullies – list to submit by clerk
5. Parish Steward - tasks
6. Stiles and footpaths – any update on project work
7. SIDS solar panel – any update on ordering equipment
8. Fencing – any update on works
9. WOIC Contact details for volunteer
10. D of E volunteer items (starting 25th Feb 2024)

9. Website project work – to arrange meeting with Clerk

Matters arising

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|---|---|
| Solar Farm Kemble – distribution of funding in progress | What's on – any progress with volunteer |
| SIDS – any update on ordering equipment | Metro Count |
| Laptop settings – in progress | Maps for flooding |
| CIL reply - received | Flood alleviation in properties |

Payments

| | Net | Vat | Total | |
|----------------------|---------|---------|----------|------|
| Vision 0593 | £846.30 | £161.26 | £1015.56 | NHP |
| Vision 0588 | £650.00 | £130.00 | £780.00 | CLG |
| N Doel | £39.47 | £7.89 | £47.36 | SIDS |
| Clerk Dec | TBA | | | |
| Clerk Jan | TBA | | | |
| HMRC Dec and Jan TBA | TBA | | | |