

CRUDWELL PARISH COUNCIL

Tuesday 2nd August 2016 Crudwell Primary School At 7.00 p.m.

J. W.
Jonathan
Stanford

Present: Cllr C Berry, Cllr T Fraser, Cllr R Wilson, Cllr P Gilchrist, L Dent (Clerk)

1. **Public Participation** – Mrs A Smith from Crudwell Village Hall Management Committee was in attendance re 6.4 Possible Parish Council financial assistance to renovation works to Crudwell Village Hall.

2. **Election of a Chairman**

Councillor Berry was elected as Chairman of the meeting, proposed by TF and seconded by PG.

3. **Apologies for Absence – Councillor J Stanford.**

Apologies were accepted by the Council.

3. **Declaration of Interest** – In accordance with S31 of the Localism Act 2011 and the Parish Councils Code of Conduct – None.

4. **Minutes from previous meeting Tuesday 5th July 2016**

The Minutes from the previous meeting held on Tuesday 5th July 2016 were approved by the Chairman and Councillors as a true record and was signed.

5. **Correspondence Received**

July 2016	Pensions Regulator	Staging dates/declarations
04.07.16	Crudwell School	Thank-you, certificates, tokens and donation
07.07.16	Came and Company Insurance	Change of trading style
28.07.16	Headteacher Crudwell School	Building works
""	Adrian Hampton	Highways Newsletter
""	Katie Fielding	WALC Training
27.07.16	Ollie Phipps	PEAS scheme
""	Wiltshire Council	Parish Newsletter
25.7.16	Dr Jupp	Swillbrook
23.07.16	Mr S Payne	Works to school
21.07.16	M Perrin	Trees/A429
20.07.16	Village Hall	Zorb Football
19.07.16	Dr Jupp	Swillbrook
""	Headteacher Crudwell School	Use of school staffroom
15.07.16	A Smith	What's On Submission
14.07.16	A Lundie	Landscape Group Lock to play area
13.07.16	Village Hall Management	Update on Improvement works
""	S Phelps	Moths
12.07.16	Mr Woolley	Minutes
12.07.16	Headteacher Crudwell School	Financial Assistance
""	D Grech	Highways Parish Steward
""	K Jammeh	Fun in the Sun sports days
""	A Hampton	Parish Steward
11.07.16	M Perrin	PPG Minutes
09.07.16	G Lane	Allotments/shed
07.07.16	V Hourihane	Oaksey accounts
06.07.16	Dr Jupp	Swillbrook
04.07.16	Dr Jupp	Swillbrook

Clerk had a report from Mrs Perrin regarding trees which need cutting back at the junction with Quelongfurlong/A429 and this has been reported as 'urgent' via the Wiltshire Council online app.

6. Finance

6.1 Bank account Business instant	at	25.07.16	£ 50,897.57
Treasurers account	at	25.07.16	£ 3,471.19

6.2 Income –

Name	For	Date	£ Amount
Lloyds Bank	Interest	11.07.16	2.32

6.3 Accounts for Payment & Chqs for signature

	For	£ Amount	Chq No
E&J Davis	Removal of waste, Swillbrook	160.00	001163
PATA	Payroll services Apr-May-June 2016	22.50	001164
L Dent – Clerk	July timesheet and expenses	348.52	001165
	Total	531.02	

It was proposed that the above accounts are paid, all Councillors present in favour.

6.4 Possible Parish Council financial assistance to renovation works to Crudwell Village Hall.

Mrs A Smith from Crudwell Village Hall Management Committee was in attendance. Councillor Berry proposed that Crudwell Parish Council donate £5,000 towards the renovation costs. A vote was taken:- Cllr Berry in favour, Cllrs Fraser and Wilson against and Cllr Gilchrist abstained.

6.5 Clerk advised that the Parish Council had received no invoices from The Landscape Group since the last bill was paid in October 2015. **Clerk to contact The Landscape Group to organise invoices to be submitted**

6.6 Accounts/spreadsheets Oaksey Parish Council. The Clerk had contacted Oaksey Parish Council to review their accounting spreadsheets. It was agreed that the Clerk would produce the next Quarterly Financial Statement on both Excel spreadsheets (as per the Oaksey PC example) and also Rialtas and Councillors can review style, content and ease of interpretation as to which system they would like to continue with. **Clerk to arrange for October 2016 PCM**

6.7 NALC financial regulations had been circulated by the Clerk after advice from the Internal Auditor. This document can be amended to suit the needs of the Parish Council and there will be further discussion at the next Parish Council meeting. **Clerk to agenda**

7. Planning

7.1 Planning applications received

Application Number: 16/06609/VAR

Site Location: Crabhay Cottage Eastcourt Malmesbury Wiltshire SN16 9HN

Applicant: Mr D Lamb **Grid Ref:** 397599 192507

Applicant Address: Crabhay Cottage, Eastcourt Malmesbury Wiltshire SN16 9HN

Proposal: Variation of Condition 5 of Planning Permission N/00/03040/FUL to seek greater flexibility for the use of ancillary accommodation as short-term self-catering accommodation

Case Officer: Sam Croft **Direct Line:** 01249 706669 **Registration Date:** 22/07/2016

Please send your comments by: 19/08/2016

Cllrs issued NO COMMENT.

Application Number: 16/06628/FUL

Site Location: Land at Pat Yat Kemble Wiltshire GL7 6AY **Applicant:** Mr Sam Farmar

Grid Ref: 396719 196436

Applicant Address: c/o Agent

Proposal: Erection of an agricultural barn and provision of associated access (resubmission of

16/01919/FUL)

Case Officer: Richard Sewell **Direct Line:** 01249 706689 **Registration Date:** 21/07/2016

Please send your comments by: 18/08/2016

Cllrs issued OBJECTION, proposal is close to road, is an imposing structure and would spoil the vista.

7.2 Applications determined

Application Number: 16/03930/FUL **Site Location:** 1The Firs Kemble Wiltshire GL7 6AZ

Grid Ref: 396379 195774 **Proposal:** Proposed New Dwelling **Case Officer:** Alex Smith **Direct Line:** 01249 706672

Registration Date: 04/05/2016 **Decision:** Refuse **Decision Date:** 15/06/2016

7.3 Councillors commented although approved planning conditions can be accessed from the Wilts Council website, with regards to materials, they may not be specified and are at the discretion of the Officer. Cllr Berry to ascertain if there is there any more detailed information available to Parish Councils post planning approval. **Cllr Berry**

7.4 Cllr Berry advised he had received recent correspondence from a resident who was assessing potential sites in Crudwell for a new build property. Cllr Berry advised he had replied that pre-planning advice should be sought from Wiltshire Council Planning Department.

8. Reports on Continuing Activity

8.1 Swillbrook

Councillor Fraser reported that Terri Murphy had recently organised a group of Parishioners to clear the considerable vegetation growth in the Swillbrook from the Tuners Lane bridge to the A429 road bridge. The Parish Council has the "riparian responsibility" for this watercourse and endeavours to maintain a flood alleviation plan. During this recent clearance it was apparent that considerable silting has occurred which is threatening the viability of the two stage watercourse that was developed after the 2007 severe flooding in this area. It is considered that the severe silting may be caused by the lack of maintenance downstream between the A429 road bridge and the footbridge. This short length of the Swillbrook watercourse has not been regularly maintained and as a result it appears to severely reduce the water flow upstream with the resultant silting. It is believed that Wiltshire Council has the "riparian responsibility" for this short length of the watercourse. Councillor Fraser stated that he has been in contact with the WC Drainage Engineers and expects some progress on a resolution to improve the water flow through this element of the watercourse.

During this flood alleviation maintenance, a local resident expressed some personal concern that not enough consideration was being given to maintaining a balance between clearing choking vegetation and the needs for basic environmental standards. Photographic evidence seems to suggest that there is at present very little difference between now and when the EA supervised the installation of the two-stage watercourse after the 2007 floods. Councillor Fraser has arranged to meet with an EA Environmental Officer to establish a scheme that will give consideration to flood alleviation, aesthetic aspects and any other environmental requirements.

Clerk to inform Danny Everett at Wiltshire Council

8.2 Parish Steward contact details required from Cllr Wilson. Clerk will check the dates for specific works submission for the Parish Steward as we have several items for them to attend. ***Clerk to forward/check timescale***

8.3 Notice Board in Tuners Lane. Cllr Fraser is progressing the necessary replacement of doors.

8.4 Emergency Plan – This is not currently being progressed but will be returned to in the near future.

9. Items for decision

9.1 Planting of Barberry Bushes within the Crudwell area. Cllrs confirmed they are pleased to be able to assist this project, which will begin in April next year. Once the Project Officer is in post they will contact Crudwell PC to discuss the specific arrangements.

9.2 Allotment shed for approval. Clerk to contact Mrs Browning to seek her approval for the structure.

Clerk to progress

9.3 PEAS Wiltshire Council Emergency Scheme – Clerk to request if Cllr Stanford, who has previously taken this responsibility, will continue to be the Parish Council contact. **Clerk to request**

10. Questions and issues

10.1 Replacement of Boat in play area – Cllr Fraser advised we are now in a position to contact the local parents who have offered assistance reviewing the style/type of play equipment replacement as the Parish Council feel it is necessary to engage with the local community. Options have been sourced and providers of equipment have been contacted.

10.2 Padlock to Play area. It was proposed by Cllr Berry and all present were in favour of purchasing a replacement as the previous padlock has been removed and cannot be found. Cllr Fraser contacted the Landscape Group but they do not know the whereabouts. Cllr Fraser has retained the chain. **Clerk to source**

replacement

10.3 Damaged electrical cabinet /PO Green area. Cllr Stanford has been arranging a quote. Cllr Fraser has spoken to The Landscape Group which undertake grass cutting here and they do not know what caused the damage. Clerk has referred to the Parish Council insurance policy which details a £250 excess. This will be progressed when further information is available.

10.4 7.5 Drainage/works to Crudwell School. This has now commenced and the Clerk had received an email regarding the specification of works from a local resident, as had Cllr Berry. The School would be issuing the following information in Crudwell What's On:-

“During the summer, Wessex Water will be carrying out a major environmental project. They believe that the school is the single largest property with a large roof surface that contributes to the drainage system. By re-rooting drainage around the school they believe that they can reduce the flooding risk to the village. After lots of discussion about the impact on the school, the school governors have agreed to the work for the benefit it may have for the community. As the work is considerable (it includes re-routing drains, altering guttering routes and laying additional pipe-work across the school field to the brook at the bottom) it will take the whole of the summer holidays and part of the school field will be out of use for the first part of the Autumn term, while grass re-grows. We hope Wessex Water are right and that the work will be beneficial to the community.”

10.5 What's On submission from Parish Council is to be revised as Clerk had submitted early. **Clerk to forward**

10.6 Local resident Terri Murphy had challenged a person who said he was assessing draining/storm water from Ridgeway to Swillbrook. The Parish Council recalled there were details regarding drainage and attenuation issues at the time of the planning application.

11. Items for Next Agenda

VAT reclaim is due end of August 2016. Clerk to compile/review the claim.

The meeting closed 8.28 p.m.