

# Crudwell Parish Council

Minutes for the Parish Council meeting held at Crudwell Village Hall on Tuesday 1<sup>st</sup> December 2015 at 7.00 pm

## Present:

Cllr C Berry, Cllr J Stanford, Cllr T Fraser, Cllr R Wilson, Cllr P Gilchrist L Dent (Clerk)

## Election of Chairman

Cllr Berry was elected as Chairman to this meeting, proposed by RW and seconded by TF.

## 1. Public Participation

Mr Peter Gilchrist was co-opted as Councillor to Crudwell Parish Council and was welcomed by all present.

## 2. Apologies for Absence accepted by the Council - No apologies

## 3. Declaration of Interest – In accordance with S31 of the Localism Act 2011 and the Parish Councils Code of Conduct

## 4. Minutes

The Minutes of Crudwell Parish Council meeting held on Tuesday 3<sup>rd</sup> November 2015 was approved by Chairman and Cllrs as record of previous Parish Council meeting and signed by the Chairman.

## 5. Correspondence received

1. Savills/Glebe Field- Re request to verify whether future community use will be required. **Clerk to reply.**
2. Harry Constantine – Request update on Broadband supply. CB replied likely to be Dec 2015 or Jan 2016.
3. Town and Parish Precept & Precept Calculator – 06.11.15
4. Mr G Dunkley, Neighbourhood Watch volunteer – 19.11.15
5. Mr R Woolley, Planning comments – 22.11.15
6. Mr Witchell (Savills) – 25.11.15 and 30.11.15
7. Katie Fielding (WALC) Sector-Led Body for Audit Procurement – 27.11.15

## 6. Finance

Bank account Business instant	at 25 Nov 15	£ 4008.38
Treasurers account	at 9 Nov 15	£ 48,881.01

## Receipts

Banked 25/11/15 Wiltshire Assoc Local Council Transparency fund - £369.99

## Accounts for Payment

	For	Date	Amount
Landscape Group	August	Under Query	£266.21 (2 attendances)
Crudwell Village Hall	Donation/curtains	31/11/15	£500.00
Clerk	Salary October 15	25/11/15	£243.94
Clerk	Salary November 15	30/11/15	£333.76

6.1 Invoice for works by Peacock Electrical Services re electric supply to Xmas tree will follow for £221.40.

6.2 Landscape Group has forwarded two invoices for two attendances in August. The second attendance is under query as it was not reported by Cllr Fraser that any noticeable work had taken place. Clerk advised the Landscape Group had forwarded the works attendance sheet which they are using as their proof of this visit.

**Clerk to query the second attendance again and request in future all works attendance sheets are forwarded.**

6.3 A vote was taken to record that Crudwell Parish Council agrees the Precept for 2016-2017 to remain the same as the previous year. This will be a Precept of £15,098. For this Precept, there is a Wiltshire Council grant top-up of £28.55. All Councillors present voted in favour of this resolution.

6.4 All Councillors agreed no changes would be required to the budgets for year 2016/2017.

6.5 Clerk advised that from January 2016 we would qualify for a reduced charge from Crudwell Village Hall as we will be sharing our reservation with the indoor bowls club.

6.6 The bank mandates relating to extra cheque signatories is being progressed by RW and JS.

6.7 It was resolved by all Cllr's present that Accounts for Payment as detailed should be paid. The Landscape Group August payment will be paid when the outstanding query is resolved.

## 7. Planning

7.1 No planning applications received.

7.2 The following applications have been determined as follows:-

### Parish: CRUDWELL APPROVED APPLICATIONS

**Application Number:** 15/08787/FUL **Decision Date:** 13/11/2015 **Category of Application:** Full Planning

**Site Location:** Quelfurlong House Crudwell Wilts SN16 9SL **Proposal:** Proposed Garage **Decision:** Approve with Conditions

**Application Number:** 15/09362/FUL **Site Location:** Thyme Cottage Tetbury Lane Crudwell Wiltshire SN16 9HB

**Proposal:** One and a Half Storey Side/Rear Extension (Revision to 14/00143/FUL

**Decision:** Approve with Conditions **Decision Date:** 13/11/2015

**Application Number:** 15/09485/FUL **Site Location:** Fairacre A429 East to Junction of Road to Eastcourt Murcott Wiltshire SN16 9EX **Proposal:** Proposed Single Storey Garden Room Extension **Decision:** Approve with Conditions **Decision Date:** 18/11/2015

**Category of Application:** Full Planning

**Application Number:** 15/09568/FUL **Site Location:** 29 The Dawneys Crudwell Malmesbury Wiltshire SN16 9HE **Proposal:** Proposed First Floor Front and Rear Extensions. Replacement of Conservatory Roof and Allied Alterations. **Decision:** Approve with Conditions **Decision Date:** 9/11/2015 **Category of Application:** Full Planning

## 8. Reports on Continuing Activity

The Clerk advised that the recent Crudwell School Christmas Fair had raised £2462.00.

## 9. Items for Decision

9.1 Transparency fund grant received for purchase of Parish Council laptop is to be progressed with assistance from Councillors. It was also agreed that it should be expected that the laptop to have a limited period of operation (3 to 4 years) before replacement might be necessary.

## 10. Questions and Issues

10.1 Clerk advised local resident Mr Dunkley had offered to take on the volunteer role of Neighbourhood Watch representative for Crudwell.

***Clerk would assist in progressing the handover of information.***

10.2 Code of Conduct for Crudwell Parish Council – Cllr Fraser advised he had compiled a new Code of Conduct for adoption, which consisted of the NALC general Code of Conduct with a new Complaints Procedure created specifically for Crudwell Parish Council. After reviewing the document, Chairman Cllr Berry proposed the adoption of this document and this was seconded by Cllr Wilson.

10.3 Defibrillator equipment/spares – Clerk had received notification from Crudwell School regarding the equipment they are holding and this had been circulated to Cllrs.

10.4 Replacement tree for 13The Butts. Cllr Stanford will contact residents as a spare tree has been located.

10.5 Christmas Tree/lights. Cllrs Stanford and Fraser had been progressing the arrangements for the electric supply.

10.6 Parish Steward – Cllr Berry advised that this service would be available to Parishes from April next year.

10.7 FAF corrosion protection/paint.

***Clerk is progressing the supply of these items.***

10.8 Crudwell Parish Council website. It was agreed some alterations would improve the site.

***Cllr Gilchrist to assist in this area.***

10.9 Crudwell Parish Newsletter. It was agreed that if this was to be progressed the Parish Council would require a list of those willing to help with distribution.

***Clerk to progress hand over of contacts***

10.10 Cllr Fraser advised the recent correspondence regarding changes to the Audit system required an 'opt-out' if Parish Councils wanted to undertake their own arrangements. If a Parish Council did not opt-out they are tied into the Sector-Led Body system for a 5 year period and have to use the Internal/Audit arrangements provided for them.

Cllr RW proposed that Crudwell Parish Council opt out of the Sector-Led Body and this was seconded by Cllrs TF and JS. Cllr Fraser will progress with contacting internal audit companies and Clerk to agenda for January 2016 meeting.

***Clerk to Opt-Out of the SLB arrangements.***

10.11 Cllr Gilchrist requested information regarding the Community Infrastructure Levy and Cllr Berry advised this related to the floor space and was in the region of £7000 per typical house. This is then split between the Local Council and Parish Council with a varying percentage dependent on whether the Parish Council has a Neighbourhood Plan in place. Monies would need to be spent in a ring-fenced way.

Cllr Gilchrist advised he would be looking at the information produced by previous Cllrs towards the Crudwell Parish Neighbourhood Plan to see if this could be progressed further

***Clerk offered to forward any information held on this subject***

***There being no further business the meeting was closed.***

***The next meeting will be Tuesday 5<sup>th</sup> January 2016.***