

# CRUDWELL PARISH COUNCIL

Tuesday 6<sup>th</sup> December 2016 Crudwell Village Hall At 7.00 p.m.

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

**In attendance:** Mrs A Smith

1. **Public Participation** – None.

2. **Election of a Chairman**

It was resolved to elect Councillor Stanford as Chairman of the meeting, proposed by TF and seconded by CB, and all Councillors present in favour.

3. **Apologies for Absence** – None.

3. **Declaration of Interest** – In accordance with S31 of the Localism Act 2011 and the Parish Councils Code of Conduct – Cllr Berry will not comment on planning applications due to membership of the Wiltshire Council Planning Committee.

4. **Minutes from previous meeting November 2016**

It was resolved that the Minutes from the previous meeting held on Tues 1<sup>st</sup> November 2016 were approved by the Chairman and Councillors as a true record and was signed.

5. **Correspondence Received**

**Letters**

Definitive map and statement for Crudwell received.

5.1 It was noted that the map received does not show the proposed change from Oaksey Road to A429. It was thought that this may be due to the consultation period.

**Clerk will advise the proposed change it not shown and request further X2 copies of the map for Councillors reference.**

5.2 Mrs Perrin – Letter

It was agreed that the draft letter can be sent subject to an amendment to the first paragraph.

**Clerk to forward**

5.3 SAAA New auditors (letter NALC) – details of the newly contracted external auditors

6. **Finance**

6.1 Bank account Business instant at 28 November 2016 £ 55,906.04

Treasurers account at 28 November 2016 £ 3,959.21

6.2 **Income –November 2016**

Name	For	Date	£ Amount
Lloyds Bank	Interest	9/11/16	2.09
	<b>Total</b>		<b>2.09</b>

6.3 **Accounts for Payment & Chqs for signature**

	For	£ Amount	Chq No
L Dent	Clerk – November 16	324.49	001179
The Landscape Group	1 cut October 2016	133.10	001176
Grant Thornton	2016 Annual return	120.00	001177
Cllr T Fraser	Postage costs, return of Fitness part X2	18.80	001178
L J Bateman	Repair electrical structure	717.36	001175
Know How Cloud	1 year	30.00	Thro debit card
Office 365	1 year	59.99	Thro debit card
	<b>Total</b>	<b>1403.74</b>	

It was proposed that the above accounts are approved for payment by CB, seconded by JS.

#### 6.4 SAAA Opt In

It was proposed by JS and seconded by CB that Crudwell Parish Council opt-in to the SAAA audit procedures.

**Clerk to advise and clarify procedure**

6.5 Budget 2017 review and precept approval for 2017-18. After reviewing the current spend to date it was proposed by JS and seconded by CB that Crudwell Parish Council request the same Precept payment as the previous year (2016-17). Considering the tax base and the removal of the top-up grant by Wiltshire Council, this requires claiming £15,206 as the Precept for 2017-18. The request form was signed by the Chairman and Clerk, **Clerk to forward to Wiltshire Council.**

6.6 Additional funds to Ear Marked Reserves – After considering the current financial status, it was resolved by the Council that a further £6,000 be added to the Playground Upgrade Ear Marked reserve, which will then total £50,000. Proposed by CB and seconded by RW.

**Clerk to add to QFS statement in Dec 2016**

6.8 It was queried by Councillors as to when the CIL monies would become active from the Ridgeway development. **Clerk will request further information regarding timescale, how the monies are calculated and how they can be utilised within the community.**

6.7 Internal audit 2017 provision. The Council reviewed the following costs and services for internal audit.

Arrow accounting - £260 inclusive of VAT including travel, one visit to premises

IAC - £180 inclusive of VAT off site, or £270 inclusive of VAT to visit premises

Auditing Solutions - £186 inclusive of VAT and travel, one visit to premises

It was resolved by councillors, proposed by JS and seconded by CB, that Crudwell Parish Council contract Auditing Solutions as their internal audit provider for 2017.

**Clerk to advise Auditing Solutions.**

6.8 It was confirmed by the Clerk that the Council had purchased the Rialtas accounts license and could revert to this accounts package by contacting the company.

6.9 It was resolved by all councillors present to adopt the draft Financial Regulations following minor amendment and formatting updates.

## 7. Planning

### **7.1 Applications received**

Applic ref: 16/1044/FUL

Application for full planning Proposal: Removal of garage and porch and construction of new extension and relocated vehicular entrance

At: Woodlands, Kemble Wick, Wiltshire, GL7 6EQ Assigned Office : Eleanor Slack

Direct line: 01249 706659 Comments by: 28 Dec 2016

Crudwell Parish Council commented: 'Render inappropriate for the house and surroundings, would prefer stone finish.'  
**Clerk to register comment.**

### **7.2 Applications determined**

**Application Number: 16/09393/TCA**

**Site Location:** Malthouse Cottage Tuners Lane Crudwell Malmesbury Wiltshire SN16 9EH

**Proposal:** Pollard 2 Weeping Willows to 4.5 Metres and 1 Metre Crown Reduction to 1

Magnolia. **Case Officer:** Kate Tate **Direct Line:** 01249 706670 **Registration Date:** 28/09/2016

**Decision:** No Objection **Decision Date:** 01/11/2016

**Application Number: 16/00320/FUL**

**Site Location:** Kemble Enterprise Park A429 the Firs North to County Boundary Kemble Wiltshire GL7 6BQ

**Proposal:** New B8 (Storage & Distribution) and B1 (Office) Space Including Provision of New

Vehicular Access and Associated Parking and Landscaping Works. (Resubmission of 14/08417/FUL)

**Case Officer:** Lee Burman **Direct Line:** 01249 706668 **Registration Date:** 15/01/2016

**Decision:** Approve with Conditions **Decision Date:** 11/11/2016

**Category of Application:** Full Planning

**Application Number:** 16/09414/TCA

**Site Location:** 9 The Ridgeway Crudwell Malmesbury Wiltshire SN16 9YH

**Grid Ref:** 395195 192701

**Proposal:** 30% Crown Reduction to 2 Ash Trees, 1 Sycamore and 1 Hawthorn

**Case Officer:** Kate Tate **Direct Line:** 01249 706670 **Registration Date:** 04/10/2016

**Decision:** No Objection **Decision Date:** 08/11/2016

### **7.3 Email received regarding status of Neighbourhood Plan for Crudwell.**

Councillors reviewed the status, that it was previously being progressed by an external Committee (around 2014) and documentation or records cannot be sourced to clarify what progress was made: that an update was requested from representatives involved and this has not been forthcoming and therefore concluded it is in abeyance.

Councillors confirmed it is not something the Parish Council is leading, or planning to lead.

If the individual concerned who has made contact would like to become involved with progressing a Crudwell Neighbourhood Plan, Crudwell Parish Councillors will afford every assistance.

**Clerk to advise/reply**

### **8. Reports on Continuing Activity**

8.1 Fresh Air Fitness replacement part. Cllr Fraser had received notification that the correct replacement item is no longer available for this piece of equipment. There is a possibility that the original piston can be refurbished and Cllr Fraser will request it is returned to us, Cllr Wilson will try to affect a repair. The timing of this will coincide with the safety inspection which is due to be arranged at the end of Jan 2017 so that the apparatus is inspected and confirmed as safe.

Cllr Fraser/Cllr Wilson

8.2 Parish Steward – Cllr Wilson has requested attention to the pot hole which was recently reported by a resident near the school/telephone exchange.

8.3 Playground equipment – Those companies involved have submitted details of play equipment with toned down colouring, one company is proposing bare treated timber and we await further information. The Parish Council agreed the new play items look more aesthetically pleasing in this scheme rather than the brighter/bolder colours. There may be an opportunity for a presentation to the community which may or may not coincide with the Annual Parish meeting.

### **9. Items for decision**

9.1 Damaged electrical cabinet/area PO Green – insurance claim. It was confirmed that it would not be possible to progress an insurance claim for the cabinet rebuild as we cannot meet the requirements of the insurance company.

9.2 Damaged electrical cabinet/area PO Green – It was agreed that the new cabinet should be insured and placed on the Parish Council asset register to the value of £1500.

**Clerk to progress**

It was requested that at the March 2017 Parish Council meeting, we agenda contacting the Landscape Group who provide our grass cutting contract, to advise of the location of the cabinet and that care needs to be taken.

**Clerk to agenda**

9.3 It was confirmed that we had received an advertising request for the MyCrudwell website. Councillors requested that the request be directed towards Crudwell What's On newsletter.

**Clerk to advise**

### **10. Questions and issues**

10.1 Village Hall – Parish Councillor representation. The Parish Council has been advised the management commitment for the Village Hall will review this at their next meeting and respond.

10.2 BT Payphones in SN16 postcode area – It was confirmed that **NONE** of the following BT payphones are within the Crudwell boundary

SN16 0HD Centre of Village PC01 Corston, Malmesbury

SN16 9DG Charlton Park, Charlton

SN16 0LH High Street, Sherston, Malmesbury  
SN16 0PD Pinkney Court, Pinkney, Malmesbury  
SN16 0DR Corn Gas, Alexander Road, Corn Gastons

10.3 Allotments – Information had been received from allotment holder that a cherry picker had been used to access trees and had compressed the soil. It was confirmed that this was contractors from SSE and the Parish Council has noted the incident.

10.4 Parish Council meetings - Village Hall bookings amended from January 2017 as 7 – 9 pm

10.5 It was confirmed that the Parish Christmas tree is now installed and in place. Thanks were given to the Councillors involved.

10.6 All Councillors confirmed their availability for the next Crudwell Parish Council meeting which will be Tuesday 3<sup>rd</sup> January 2017, 7 p.m. at Crudwell Village Hall.

10.7 Clerk to forward NALC model standing orders to Councillor Fraser to commence review and amendment for Crudwell Parish Council. **Clerk to forward**

10.8 Cllr Gilchrist advised he had spoken to a resident who had flooding issues to their property and would encourage the individual to contact Cllr Berry to record the incident and offer assistance. **Cllr Gilchrist/Cllr Berry**

10.9 Cllr Gilchrist advised all present of the new Riverside community venue: -

Offering smaller rooms to rent and larger rooms which can be used as a venue; in a part of Malmesbury that is expanding; Close to primary school so ideal for childrens activities; Wilts Council employees can use as a base to work from (children's services, social services); rooms are secure and private; run separately from Wilts Council, Friends of Riverside will be responsible for insurance/utility bills etc.

There being no further business the meeting was declared closed at 2014.

## 11. Items for Next Agenda

Village Hall response  
Parish Steward review  
Fresh air fitness part  
SAAA  
QFS December 2016

  
3/1/2017