

CRUDWELL PARISH COUNCIL

Tuesday 7th January 2020 Crudwell Village Hall At 7.00 p.m.

Present: Cllr P Gilchrist (Chair), Cllr T Fraser (Vice Chair), Cllr A Stewart, Cllr R Lambley, Cllr Credicott, Cllr S Grainger. Ward Councillor C Berry (Wiltshire Council)

1. Apologies for absence – Received and accepted for Cllr Stanford Cllr G Lawes
2. Chairman – PG was in attendance as Chairman.

3. Declarations of Interest in items on the Agenda - To receive declarations of interest in items laid out in this agenda in accordance with the Parish Council Code of Conduct - None

4. To confirm the Minutes of the Council Meeting held on Tues 3rd December 2019

To approve the Minutes as a proper record Clerk to file and upload on parish council website	Proposed by AS Seconded by SG and all present in favour
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5. Matters Arising from previous meeting minutes – will be covered on this agenda

6. Finance – to include (1) Bank balances 31st December 2019 – Treasurers £16,920.42 / Bus Bank £16,941.05
(2) Accounts for payment

Paid to	Details	Amount	Payment
1 HMRC	Clerk PAYE Nov-Dec 2019	28.00	Chq No 001337
2 HMRC	VAT adjustment	166.78	Chq No001338
The above payments were actioned prior to this meeting to meet timescale requirements. Proposed by AS Seconded by RL and all present in favour to approve the above payments.			
3 Vision Planning	Vis Inv 0132	1800.00	Chq No001339
4 Cole Easedown	Tech Notes/drawings NHP work – final invoice of 3	754.30	Chq No001340
5 Tristan Stevens	Survey Monkey subscription	105.00	Chq No001341
6 Kirstie Trueman	Clerk Final payment/holiday payment	114.54	Chq No001342
7 Lisa Dent	Clerk Salary and exp December 2019	209.12	Chq No001343
It was proposed by MC Seconded by RL and all present in favour that the above accounts are approved/paid.			Clerk to send payments.

Payment (1) to HMRC was a deduction for PAYE. As the Clerk had been paid the gross amount prior to the notification of this deduction, the Clerk made a bank credit transfer into the Treasurers account for £28.00 and this was noted by councillors on the bank statements.

VAT reclaim adjustment - (See payment 2) It was noted that HMRC has banked the cheque which was issued by Crudwell Parish Council without contact or correspondence to the Parish Council. The Parish Council is hopeful that this item has been resolved.

3. QFS September to December 2019 will be completed by the Clerk in the following week.

4. Neighbourhood Plan costs update

It was agreed by all present that it would be beneficial to review the spending to date and costs estimated to completion. Clerk presented the NHP costs to 30th September 2019 and will now update to present date. It was confirmed by MC and RL that all costs and checked and reviewed by the NHP Steering Group prior to being presented to the Parish Council. RL will review this item for the next Parish Council meeting (Feb 2020).

Signed

..... Chair P Gilchrist

4/12/2020

P1/3

The Survey Monkey invoices were discussed and it was confirmed they are a 3 month subscription to a survey management software tool. RL will review/quantify the need for this service, the present invoice being authorised will take the subscription to April 2020.

7. Planning

TOWN AND COUNTRY PLANNING ACT 1990

APPELLANTS NAME: Mr Dominic David
APPEAL SITE: Plum Tree Cottage, Kemble Wick, GL7 6EQ
PROPOSED DEVELOPMENT: Creation of concrete plinth and erection of stable block (retrospective)
INSPECTORATE REFERENCE: APP/Y3940/W/19/3239988
APPEAL START DATE: 04 December 2019

Comments should be received by 8th January 2020.

The previous comment which was submitted during the planning process before the Appeal, was reviewed and it was proposed by PG seconded by AS and all in present were in agreement to re-submit the comment, as follows:-

"Crudwell Parish Council wish to object to this application, the proposal has resulted in overdevelopment, increase in noise, a significant increase in traffic, increased demand on utility services, and significant run off from the concrete slab causing increased water logging in the area, impact of this development has caused significant loss of amenity for adjoining properties, with noise from lorries and staff from early in the morning."

8. Clerk Vacancy

It was confirmed that there had been 3 new applications for the Clerk vacancy and 1 previous candidate. The Parish Council had contacted previous applicants to request if they wished to re-apply for the post.

The applications were reviewed in areas including support and facilitating administration and financial procedures, relevant experience in previous roles, communication and problem-solving skills and ability to integrate into the role quickly and take on training and new skills.

Arrangements for interview were discussed with MC and RL in attendance with the Clerk and the councillors agreed to inform the Clerk to possible dates and venues etc. It was agreed that following interview we would seek to appoint at the February 2020 meeting.

Clerk will draft a short paragraph thanking the applicants who will not be called for interview for Councillors to review prior to sending.

9. Councillor Vacancy

Following the closing date of 31st December, the Parish Council had been contacted by Wiltshire Council Elections department to confirm that no Election had been called for by residents and that Crudwell Parish Council could now proceed to Co-option. It was thought they may be someone who may wish to stand. Clerk will re-advertise the vacancy in What's On, Crudwell.

10. Wilts Council Report (Cllr Berry) – Standing Item

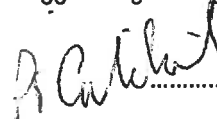
Wiltshire Council have confirmed a change in Executive structure to reduce to X2 Directors, losing one Director in the process.

Business rates review has been planned and Cllr Berry advised of a possible process of civil infrastructure review. The value of the building within the community and the services it performs would be graded as a community asset, and this reflected in the business rate charges. This may be a reduced rate or a nil value.

11. Neighbourhood Plan Steering Group Update

Last month we reported that the evidence gathering required following Reg 14 had been completed including the highways assessment report and a drainage report in respect of Tuners Lane. Meetings then took place with the agents of the two potential sites to discuss the findings of the reports in the context of our requirements, in terms of whether the highway works and our requirements list (derived from our consultation) could be accommodated in their proposals. The agents were required to respond in writing by the 20th December and those responses together with our requirements list will be circulated to councillors. Further to the responses the agents will be presenting to the Steering Group on the 20th January at 7:30PM (The Ridge for Tetbury Lane) and on the 24th January at 5:00PM (McCloughlin for Tuners Lane.) Councillors have been invited to both these meetings which will be hosted by Councillor Lawes at the Jagged Edge Design premises at Top Farm, Rodmarton, Cirencester, GL7 6PQ.

Signed



Chair P Gilchrist

4/2/2020

The purpose of the two meetings with the developers is to enable the Steering Group to decide which housing site(s) to allocate, whilst ensuring that wherever housing goes, it is seen by the community as a positive rather than a negative because it looks good and delivers a number of other benefits.

Part of that includes hearing what they have to say about the highways work. This is particularly the case for Ridgeway Farm, because the report favours Tuners Lane.

Then, for both sites, we need to hear what the developers say about their ability to deliver housing with all the requirements we're suggesting, including the green technologies. If they both say that they couldn't deliver everything on our list (which is pretty much what they have said already), then the Steering Group needs to decide whether and where to compromise with the requirements list.

We could of course continue with the whole requirements list but, if we do, we're more likely to get objections from the developer(s), and then the Examiner may recommend that the policy is toned down a bit.

The main point of the sessions with the developers in January is therefore to provide the Steering Group with an opportunity to test the developers' responses to these points so that the Steering Group has the information it needs to decide whether to retain the Tuners Lane allocation or to allocate Ridgeway Farm instead, or a mix of the two.

A full Steering Group meeting will be held in early February to make the final decision re site allocation to provide the 20-25 homes required for the Reg 16 consultation.

12. Parish Matters

1. Parish Steward

It was agreed that the village Gateway signs would benefit from cleaning

2. Parish Xmas Tree

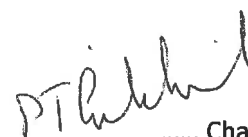
All Councillors would like to thank Cllr Stanford for putting up and taking down the Xmas Tree lights. It was agreed that the tree may benefit from additional lights and clerk will request if Cllr Stanford can purchase an additional set of tree lights.

13. Closing comments/Chairman to close meeting

1. Critical gullies map requested from Renate for the Emergency Plan by Cllr Gilchriest.
2. Tetbury Lane water run-off was noted as extensive.
3. Gullies into pipes were being cleared, thought to be by a local farming resident. It was agreed we can request gully clearance from Wiltshire Council if necessary.
4. Gigaclear coverage in Crudwell. Some queries regarding availability of the service and where the installation works have progressed to. It was noted that Wiltshire Connect and Gigaclear can assist with these queries.
5. Demolition of Chippenham Magistrates Court was noted, Cllr Berry request further information.

There being no further business the meeting was closed at 8.38 p.m.

Signed



..... Chair P Gilchriest