

## Crudwell Parish Council

**To: Members of the Council** You are hereby summoned to attend a meeting of the Parish Council in the Crudwell Village Hall on **Tuesday 4<sup>th</sup> June 2019 at 7.00pm**, for transacting the following business.

**Public speaking:** - Members of the public wishing to address the Council are invited to do so during the first ten minutes of the meeting.



Lisa Dent - (Clerk Crudwell Parish Council)

### AGENDA

#### 1. Apologies for absence – Cllr Credicott

#### 1. a Appointment of New Clerk and Responsible Financial Officer

**2. 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.

**3. To confirm the Minutes of the Council Meeting held on Tues 2<sup>nd</sup> April 2019 and Tues May 7<sup>th</sup> 2019**

#### 4. Matters Arising from previous meeting minutes

**5. Finance – to include** (1) Current bank balances: Treasurers Account £15,192.63, Inst Business £ 16,936.08 (2) Accounts for payment (3) Internal Audit Governance Questionnaire to adopt by the council as a whole

#### 6. Planning:

##### 6.1 Application Number: 19/04652/FUL

**Site Location:** 2 Pleasant View Crudwell SN16 9EY

**Applicant:** Mrs Lyn Powell 2- Pleasant View Tetbury Lane Crudwell SN16 9EY

**Proposal:** Planning granted for new driveway gates (reference 17/11587/FUL), alteration requested to reduce the width of the gates and increase the height. **Case Officer:** Eleanor Slack **Please send your comments by: 25/06/2019**

##### 6.2 Application Ref: 19/03824/FUL Application for Full Planning

**Proposal:-** Extension of The Old Dairy, change of use of land to residential garden and associated development

**At:** The Old Dairy, Rommell Lane, Crudwell, Malmesbury, Wiltshire, SN16 9EY

**Assigned Officer:** Michael Akinola **Comments to be received by: 17 June 2019**

#### 7. Wilts Council Report (Cllr Berry) – Standing Item

**8. Neighbourhood Plan - Standing Item** Update on progress from Neighbourhood Plan Steering Group

#### 9. Parish Matters

9.1 FAF remedial works complete

9.2 Noticeboards

9.3 Bus stop

9.4 Emergency Plan handover of notes

9.5 Parish Steward Tasks

9.6 PEAS emergency equipment

9.7 Equality information request

#### 11. Closing comments/Chairman to close meeting

#### 10. Matters for the next meeting

**DONM:** Between 14<sup>th</sup> June and 30<sup>th</sup> June to receive the internal audit report (internal audit date 13<sup>th</sup> June)

To acknowledge receipt of Internal Audit Report 2018

To complete the Annual Governance Statement for Audit 2018

To approve the accounts statements for Audit 2018

To approve the Bank Reconciliation for Audit 2018

To acknowledge dates for Public Inspection of Accounts notice for Audit 2018

To acknowledge the Variances completed Clerk

To complete the contact details required by Littlejohn LLP External Auditor

School Certificates/donation book tokens for end of term