

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 4th September 2018 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 Stanford

To receive any declarations of interest in items laid out in this agenda in accordance with the Parish Council Code of Conduct.

2. Declarations of Interest in items on the Agenda

3. To confirm the Minutes of the Council Meeting held on Tuesday 7th August 2018

4. Matters Arising from previous meeting minutes

Neighbourhood Plan:-

£1000 Parish Council monies ear marked	To be used for small amounts such as phone bills, printing, plans, maps etc. It was not clear in the NHP Group accounts how this amount was being accounted for.
Charges on consultants invoices	Require more detail to describe what work has been undertaken for the fees
Charges on consultants invoices	To be approved by NHP group with a signature/signed off.
Draft documents incl draft NHP	Copies to be made available to Parish Council off all documents.
Representative of NHP Group at each Parish Council meeting to update on progress.	Cllr Credicott will request a member of the group attend if he will not be present
Any more funding available which can be claimed	This is in progress - Cllr Credicott
A budget showing progress against costs	Cllr Credicott
To receive a list of documents incl draft NHP Plan	Cllr Credicott

To review the layout for QFS and remove ear marked reserves.	Clerk
Ear marked reserves to be reviewed month after QFS to ensure they are current.	Clerk to agenda
Ridgeway contractors 'highways' finishing, reported by resident. Parish Council letter to Ridgeway resident	Cllr Credicott - drains/kerbs area and also some waste materials which have been left.
Allotment/weedkiller	Clerk to contact M Perrin to see if this is still required.
Parking problem close to a junction/crossroads. Commercial property, it was thought to be employees parking which was causing problems.	Cllr Berry
The Swillbrook, it was agreed the Parish Council will make informal contact with resident who may be able to advise us with knowledge in this area.	Cllr Credicott

5. Membership – to note one vacancy, arising from (former) Cllr A Smith resignation

6. Finance – to include

(1) Current bank balances – to 31.08.18 Treasurers £18,307.46 / Bus Bank Instant £16,929.74

(2) Income (NHP Grant) – Recd to account £1750, bank interest £0.65

(3) Accounts for payment

CIX	Spam filtering to emails	£36.00 (by DD – paid)
LLP Littlejohn	External audit fee	£240.00

Clerk invoice	August 2-18	£352.92
	Total to be approved	£628.92

(4) QFS/Ear Marked Reserves – **To set amounts**

(5) Completion of Audit Statement Rec'd – **Posted on website, audit has been concluded.**

(6) Internal Auditor to contact. **Clerk to contact as per request to confirm actions taken from internal audit.**

7. Crudwell Parish Council Standing Orders update - to adopt

8. Planning:

1. Applic Ref: 18/07192/FUL (**full planning**) Applic Ref: 18/07298/LBC (**listed building consent**)

At: Crudwell House, Crudwell, SN16 9EW **Proposal:-** Alterations to ground floor of house. Demolish existing modern conservatory and lean-to and build new garden room. **Comments by: 06 Sept 2018**

2. Applic Ref: 18/07417/CLE **At:** Plum Tree Cottage Woodlands Kemble Wick GL7 6EQ

Proposal: Certificate of lawfulness for use of **Use of barn, yard and paddocks for non-commercial equestrian purposes.** To note change in description for this application from "Certificate of lawfulness for use of land for barn, yard and paddocks" to "Use of barn, yard and paddocks for non-commercial equestrian purposes"

Further comments by 14th Sept 2018

3. Applic Ref: 18/08060/TPO Application for Work to TPO Trees **Proposal:-** Fell 1 Horse Chestnut

At: Manor Farmhouse, Eastcourt Road, Crudwell, Wilts SN16 9ER **Comments by: 20 Sept 2018**

4. Applic Ref: 18/07971/TCA Application for Work to Trees in a Cons Area **Proposal:-** Fell 1 Cherry Tree

At: 2 Pleasant View, Tetbury Lane, Crudwell, Wilts, SN16 9EY **Comments by: 19 Sept 2018**

5. Community Led Housing – **Invitation to comment**

6. Resident complaint - Erection of the fence at Meadowbank Ref: 17/05937/FUL. **Any Parish Council response?**

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

10. **Neighbourhood Plan (Standing item)** (1) Update on progress from Neighbourhood Plan Steering Group

(2) Draft NHP has been circulated

11. Items for Decision

(1) Electoral Review of Warding Arrangements – **Any action reqd**

(2) Village Hall to book Jan 2019

12. Parish Matters

(1) Quote/cost: Low level fencing/bollards to Village Green.

(2) Parish Steward

(3) Bus shelter improvements

(4) Allotments/vacancies.

(5) Repair/Refurbishment of Notice Boards.

(6) Emergency Plan to progress.

(7) Neighbourhood Watch Representative

(8) Cotswold Airport - application to develop the Aerodrome Traffic Zone/Instrument Approach Procedures – to note

12. **Closing comments. Chairman to close meeting** 13. **Matters for the next meeting**