

# CRUDWELL PARISH COUNCIL

Notice of Meeting Tuesday 7<sup>th</sup> June 2016 Crudwell Village Hall At 7.00 p.m.

Email: [parish.clerk@crudwell-pc.gov.uk](mailto:parish.clerk@crudwell-pc.gov.uk)

Parish Clerk: Lisa Dent

Telephone: 07971 200570

To: Members of the Council

Notice of Meeting and Summons to Attend

1. Public Participation
2. Election of a Chairman
3. Apologies for Absence
3. Declaration of Interest
4. Minutes from previous meeting
5. Correspondence Received

06.05.16	Lee Matthews	Crudwell Scouts	Jobs in community
""		Pensions Regulator	Staging dates
07.05.16	Catherine Garton	Crudwell Guides	Jobs in community
""	Veronica Hourihane	Clerk Oaksey	VAT/Village Hall
""	Kath Hume	Headteacher Crudwell School	Poster/financial assistance pupil
08.05.16	M Perrin		Poly tunnel approval
""	(sent to G Dunkley)	Wiltshire \Neighbourhood Watch	AGM notice
09.05.16		Wilts Council Highways	Newletter
11.05.16	Xina Hart	Wiltshire Council	Free items for community groups
""		Oaksey Neighbourhood Plan	
12.05.16		ICUK	Billing
12.05.16	Conrad	Broadbean Digital	Re ICUK Billing
15.05.16	M Perrin	Malmesbury Surgery	
16.05.16	V Hourihane	NJC Clerk payscales	
23.05.16	S Tyler	Council Audit	Accounts/audit
""	J Owen	NALC	Opt out SAAA
""	A Smith	Village Hall	Rent increase
24.6.16	Wiltshire Council	Fun in the Sun	Brochures to be sent out
26.5.16	S Tyler	Council Audit	Accounts delivery
27.5.16	""	""	Required – back up of accounts
28.5.16	Came & Co	Insurance documents	
30.05.16	David Kemp	Resident	Grass cutting/green bin
""	Sue McKleery	Items for Crudwell newsletter	
02.06.16	M Perrin	Accounts on website request	
""	Anonymous	Works to Potting Shed/Listed Planning requirements	
""		Wiltshire Council Highways	Newsletter
""	A Smith	Grass cutting for Strawberry Fayre	

## 6. Finance

6.1 Bank account Business instant	at	9.5.16	£ 52,893.00
Treasurers account	at	31.5.16	£ 2645.23

## 6.2 Income –

Name	For	Date	Amount
Allotment holders	Allotment rents	April/May 16	£65.00

### 6.3 Accounts for Payment & Chqs for signature

	For	Amount	Chq No
ICUK	Domain name renewal Crudqwell-pc.gov.uk 2 years	£78.00	Debit card
Came and Company (prepared and sent 23/5/16)	Parish Council annual insurance	£557.96	001157
Village Hall Crudwell	Hire for Parish Council meeting Apr-June 2016 3 months	£54.00	001158
Clerk	Salary and expenses May 2016	£292.10	001159
	<b>Total</b>	<b>£982.06</b>	

To be proposed that the above accounts are paid.

6.3 Pensions regulator – Chairman to sign letter to Clerk

6.4 Pensions regulator – Request nominated Councillor to receive emails (Clerk will also)

6.5 Certificates for school – 7 x classes (years 1 to 6 plus early years) We have a budget of £100 which has previously been 7 X £10 and a £30 donation to Crudwell School.

6.6 School – financial assistance for pupil (see above)

6.7 Village Hall renovations

From Veronica (Clerk Oaksey) It involved transferring the playing field over to the PC for 25 years, took over 12 months and solicitor fees.

6.8 Clerk – hourly rate increase SCP increase 10p per hour to £9.37

6.9 Chairman – nil statement re petty cash (for internal audit) to sign

6.10 Rent increase Village Hall in keeping with our policy of maintaining small annual increases to cover our costs, that the rents would rise by approximately 3% this year.

For regular users of the hall, this will take effect on 1st September 2016 when the normal hourly rate for the Crudwell Parish Council will be £8.20/hour. As previously agreed, we will continue to give Crudwell Parish Council a discounted rate for use of the committee room when the main hall is being used by others which, from 1st September 2016, will be £6.20/hour.

6.11 Insurance – documents received by email and forwarded.

6.12 New cheque book and paying in book received

6.13 Notices to be posted on website/notices boards 9<sup>th</sup> June to advise that the accounts are available for inspection 13<sup>th</sup> June to 22<sup>nd</sup> July 30<sup>th</sup> working days (also inform Grant Thornton this has been posted).

6.14 Internal audit will take place 9<sup>th</sup> June at Clerks home address – they do not require me to deliver accounts, this has been confirmed.

6.15 Internet banking log in (consideration if the Clerk can have the log in details)

### 7. Planning applications received

Application Number: 16/03930/FUL Site Location: 1 The Firs Kemble Wiltshire GL7 6AZ

Mr & Mrs Tovey Applicant: Grid Ref: 396379 195774 c/o Agent

Proposal: Proposed New Dwelling

Case Officer: Alex Smith Direct Line: 01249 706672 Registration Date: 04/05/2016 Comments by: 01/06/2016

Application Number: 16/03626/FUL

Site Location : Malthouse Cottage, Eastcourt, Malmesbury, Wilts, SN16 9HW

Proposal : Single Storey Side Extension Comments by:

Application number: 16/03230/FUL Full planning

Proposal: Demolition of open barns and cow byre and erection of new stables and agricultural barn

At: Oatridge Farm, Eastcourt, Malmesbury, SN16 9HR

Assigned Officer : Kate Backhouse Comments received by 16 June

Application number: 16/04428/FUL Application for : Full planning  
Proposal: Proposed Use of Parts of Existing Ancillary Residential Accommodation as 2 Tourism Units/Ancillary Accommodation  
At: Walnut Tree Barn, Crudwell, Malmesbury, Wiltshire SN16 9SL  
Assigned Officer: Matthews Pearson Comments received by: 17<sup>th</sup> June 2016

Proposal: Single storey rear extension and front porch Application ref: 16/04315/FUL  
For: Full planning At: 2 Tetbury Lane, Crudwell, Malmesbury Wiltshire SN16 9HB  
Comments by: 24<sup>th</sup> June 2016

7.1 Potting Shed/internal & external alterations

## 7.2 Applications determined

**Application Number:** 16/03626/FUL **Site Location:** Malthouse Cottage Eastcourt Malmesbury Wiltshire SN16 9HW

**Grid Ref:** 397447 192701 **Proposal:** Single Storey Side Extension

**Case Officer:** Eleanor Slack **Direct Line:** 01249 706659 **Registration Date:** 10/05/2016

**Decision:** Approve with Conditions **Decision Date:** 02/06/2016

## 8. Reports on Continuing Activity

### 8.1 Emergency Plan

8.2 Malmesbury surgery received an outstanding grade from the Care Quality and Care Commissioner

Only two have ever been awarded in Wiltshire, one being Malmesbury

8.3 Allotments – chasing 1 invoice payments

8.4 Poly tunnel request

## 9. Items for decision

9.1 Policies – child safeguarding, vulnerable adults etc was for a grant for Climbing Wall Strawberry Fayre.

9.2 Community speedwatch - website

## 10. Questions and issues

10.1 Grass cutting – no confirmation from Landscape Group that this is taking place.

10.2 David Kemp – Green waste bin

10.3 13 The Butts – write to residents re PC paying green bin charge?

10.3 Crudwell Trust /TOR's

10.4 Swillbrook

10.5 Village newsletter. Update on Parish Council?

## 11. Items for Next Agenda