

Crudwell Parish Council

Minutes of the **Meeting of Crudwell Parish Council Meeting**
Held in Crudwell School (Hall) on 26th June 2025 at 7.00pm.

Present: P Gilchrist (Chair), N Doel, S Butcher, C Bullock
Also present: Lisa Dent (Parish Clerk), 3 members of the public

CPC/25/092 Chair to open meeting, apologies and absence to record

The meeting was opened and all present welcomed.
Apologies received from Cllr Hamilton-Lambley.

CPC/25/093 Declarations of Interests on items on the agenda.

None declared.

CPC/25/094 Public speaking (Crudwell Parish Council Standing Orders allows for 10 minutes).

Member of the public raised the issue of land management of an area near the Butts. It was agreed that the issue does warrant involvement from the parish council and the Clerk will circulate the 'second' land owners riparian responsibility template letter from Wiltshire Council for councillors to review as suitable for the matter.

1 member of the public left at 7.24 p.m.

CPC/25/095 Approval of Minutes

- 1. Annual Meeting of the Parrish Council 13th May 2025**
- 2. Extraordinary Meeting on 24th May 2025**
The minutes were approved as a correct record of the meeting.
- 3. Staffing committee Meeting 24th May 2025 and 28th May 2025**
The Minutes were received and noted.

CPC/25/096 To resolve co-option of councillor

It was resolved that C Bullock was co-opted as councillor or Crudwell Parish Council. Eligibility has been verified and declarations of interest will need to be submitted within 28 days, Clerk will provide the link.
Declaration of Acceptance of Office form was signed by C Bullock and the Clerk.
Clerk will inform Elections Department at Wiltshire Council and set up councillor email.

CPC/25/097 Items for inclusion (at Chairs discretion/no decisions).

It has been requested from the planning department at Wiltshire Council that Crudwell Parish Council consider accepting management of the play area at Tuners Lane proposed development with funding being available. The council does not object in principle, but further information will be required to make an informed decision such as the land ownership status (freehold/leasehold), amount of funding and what this would cover.

CPC/25/098 To note matters arising and determine next steps.

Clerk will contact Cllr Hughes re parish council email.
It is thought that D Everett (Wiltshire Council drainage engineer has visited Crudwell. Clerk will return the Lloyds debit card to Cllr Lambley to purchase the depth gauge. No response from Wiltshire Council on the trial gauge, Crudwell Parish Council did volunteer to receive the trial equipment.

Cllr Butcher will send the list the FLAG group compiled of Wiltshire Council flood responsibilities to Cllr Berry.

CPC/25/099 Update from Personnel/Staffing committee and agree any additional members for internet banking.

It was noted there had been one application received for the clerk position and one enquiry which may lead to an application. It was agreed to add Cllr Gilchrist to internet bank and also enquire if Cllr Hughes would agree to be added.

CPC/25/100 Flooding

It was noted the Emergency/Flood Plan has been updated. Clerk to upload onto parish council website.

The Emergency Plan also shows a flood warden job description.

It was agreed that the clerk will upload details of where to purchase gel sacks onto the parish council website and FLAG group can signpost people if they enquire.

CPC/25/101 To note bank statements.

Community Account	26/06/25	£6,659.54
Commercial Inst Access	26/06/25	£23,124.25

CPC/25/102 To receive and note bank reconciliation for May 2025.

The reconciliation was noted.

CPC/25/103 Payments to ratify/for authorisation

Payments to be ratified						
Date	Paid to	Details	Net	VAT	TOTAL	
19/05/25	Lloyds Bank	Bank charges	4.25		4.25	Direct debit
23/5/25	Broadbean	2501-27 Website hosting	125.00	25.00	150.00	BACS
23/5/25	Broadbean	2504-13 NHP Mailshot form	250.00	50.00	300.00	BACS
23/5/25	Auditing Solutions	Internal audit fee	285.00	57.00	342.00	BACS
23/5/25	First rescue	Defib sundries	150.00	30.00	180.00	Debit card
23/5/25	Slingsby	Defib sundries	116.00	23.20	139.20	Debit card
19/6/25	HMRC	May payment	123.77		123.77	BACS
Payments to be solved at meeting						
26/6/25	L Dent	May 2025	449.03		449.03	BACS
26/6/25	Countrywide	633345 May grass cutting	134.42	26.88	161.30	BACS
26/6/25	National Allotment Society	Parish Council Membership	71.00	14.00	85.00	BACS
26/6/25	Vision	0737	979.55	195.91	1175.46	BACS
Date of purchase	Barn Owl Books	Book tokens	70.00		70.00	Debit card

Authorised schedule was initialled immediately below last item by Chair. Councillors appointed to authorise:- Cllrs Doel and Butcher.

consideration. This proposal will be examined to determine potential sustainability and deliverability together with the Chapel Lane and Carpenters Yard proposals. Following the initial analysis, we will host a public consultation event to test local opinion and any preferences.

- Following submission to WC Highways of the requested topographic survey of the northern Glebelands and A429 access to establish the feasibility of the site for additional school parking, an initial response has been received indicating that access for limited staff parking may be possible but more extensive parking for parents drop off and pick up is unlikely to gain approval. We are considering our response and will consult with the School Headmaster and Governors to determine the next steps. We are continuing to pursue the possibility of a new pedestrian access to the school playing fields via an upgraded footpath CRUD7.
- We are awaiting Wiltshire Council decision on whether a Strategic Environmental Assessment will be required for our Reg 14 submission. This, as reported last month is a critical dependency and makes the timing of Reg14 later this year somewhat uncertain.
- Our treasurer is in liaison with Locality to provide our end of groundwork grant report, it is likely that we may have to return a small amount of the current grant as we have been unable to complete the Reg 14 work scoped due to the SEA screening delay caused by WC. I will clarify the position when we have concluded the end of grant process.
- We are in the process of summarising the responses to the Crudwell Design Code consultation. The local responses will be taken into the final version of the Code which will, when signed off by Aecom become part of the Reg 14 submission.

CPC/25/106 Parish Matters

Cllr Gilchrist has made progress with the SIDS solar connections and further measurement will be carried out.

Super car community day – it was agreed the parish council will not be involved in this but wish the organisers well for a successful event.

It was noted that the annual playground inspection will take place shortly.

It was agreed that the council will make enquiries with the Village Hall to clarify access arrangements should the venue become a community Hub.

Closing comments

Area Board will take place 8th July 2025 at Charlton Village Hall, all councillors are welcome to attend.

Works to the Swillbrook using plant machinery to clear the waterway will be necessary this year and it is thought to be a cost of approximately £3,500. Clerk will obtain 3 quotes.

There being no further business the meeting was declared closed at 9.15 p.m.