

**Crudwell Parish Council**

Minutes of the **Crudwell Parish Council Meeting**  
Held in Crudwell Village Hall on **Tuesday 19<sup>th</sup> March 2024** at 7.00pm.

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**Present:** Cllrs P Gilchrist (Chair), R Lambley (Vice Chair), G Lawes, O Hughes  
**Also present:** Lisa Dent (Parish Clerk), Cllr C Berry (Wiltshire Council)

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**CPC/24/036 Chair to open meeting, apologies for absence**

Cllr Gilchrist opened the meeting and welcomed all present.  
Apologies – Cllrs N Doel, I Warner and S Butcher.

**CPC/24/037 Public Speaking**

None requested.

**CPC/24/038 To receive Declarations of Interest in accordance with the Council's Code of Conduct**

None.

**CPC/24/039 To adopt the minutes of Tuesday 13<sup>th</sup> February 2024**

The minutes were adopted and signed as a correct record.

One amendment page 3 'from' Vision was amended.

It was agreed to send an email to the planning officer re Land to the North of Chedglow Farm PL/2023/10629 to clarify we wish the building to remain as a listed building.

Cllr Gilchrist advised he will stand for Election of Chair at the Annual Meeting in May 2024 and if elected, this would be the last year before standing down as Chairman.

**CPC/24/040 Matters Arising**

Flood maps from Wiltshire Council are ready to be sent by Cllr Lawes to Renate Malton Flood Resilience Officer – Drainage Team, Monkton Park, Chippenham SN15 1ER.

Clerk is collating the flood alleviation measures responses.

Gullies clearance list is to be submitted by Clerk to R Chivers, Highways Engineer.

Playground fencing works are now complete.

**CPC/24/041 Items for inclusion not on the agenda – at discretion of the Chair – None**

**CPC/24/042 To appoint Internal Auditor for financial year ending 31<sup>st</sup> March 2024**

It was agreed by all present to appoint Auditing Solutions.

**CPC/24/043 To note bank balances**

Treasurers account	19 <sup>th</sup> March 2024	£12,894.51
Business bank	11 <sup>th</sup> March 2024	£18,310.18

**CPC/24/044 Bank reconciliation February 2024**

The bank reconciliation was noted.

**CPC/24/045 To receive and note QFS to December 31<sup>st</sup> 2023 and updated cashbook**

Both items were noted.



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**CPC/23/046 To resolve accounts for payment**

			Net £	VAT £	Total £
L Dent	Clerk Dec 23		186.36		186.36
HMRC	214PA00166529	Month 9 PAYE	36.40		36.40
L Dent	Clerk Jan 24		321.36		321.36
HMRC	214PA00166529	Month 10 PAYE	70.20		70.20
K Wilsons and Sons	0488	Fencing to playground	5230.00	1046.00	6276.00
PATA	23/0659/PPS	Payroll services 6 months	62.10		62.10
N Doel	Reimbursement	Items purchased for noticeboard	98.42	19.68	118.10
			£6004.84	£1065.68	£7070.52

The above items were approved for payment.

**CPC/24/047 To note internet banking is in place and to agree process for approval.**

It was agreed that the clerk will set up payments at Lloyds bank and any councillor with internet banking access can approve. This may be reviewed after the internal audit.

**CPC/24/048 To review and adopt Training and Development policy**

It was agreed to defer this to the next (April) meeting.

**CPC/24/049 To exclude press and public for confidential item**

Resolution was agreed with no press or public present.

**CPC/24/050 To review tenders and appoint contractor**

It was resolved that on receipt of successful references Crudwell Parish Council will appoint Countrywide.  
End of confidential session.

**CPC/24/051 To agree meeting dates for 2024**

Meeting dates were agreed as follows:-

April 24	16 <sup>th</sup> April 24
May 24	14 <sup>th</sup> May 24
June 24	18 <sup>th</sup> June 24
July 24	16 <sup>th</sup> July 24
August 24	20 <sup>th</sup> Aug 24
Sept 24	17 <sup>th</sup> Sept 24
Oct 24	8 <sup>th</sup> Oct 24
Nov 24	19 <sup>th</sup> Nov 24
Dec 24	10 <sup>th</sup> Dec 24
Jan 25	21 <sup>st</sup> Jan 25
Feb 25	11 <sup>th</sup> Feb 25
March 25	18 <sup>th</sup> March 25
April 25	15 <sup>th</sup> April 25

**CPC/24/052 Planning Comments**

Applic ref: PL/2024/01774 - April Cottage, Tuners Lane, Crudwell  
It was resolved to issue No Comment.

Applic ref: PL/2024/01570 - Sunnybank, Tetbury Lane, Crudwell  
It was resolved to issue No Comment.

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Applic ref: PL/2024/02032 - Land at Lower Fosse Farm, Turners Lane, Crudwell

It was resolved to issue the following comment:- Whilst it is understood that Paul Hill may on occasions stay at the caravan on the rifle range, it is clear it is not his primary residence. Paul Hill lives at 19 Oakland Drive, Ledbury, England HR8 2ER as made clear on the company register with HM Customs and according to Land Registry he has lived there since June 2013.

**CPC/24/053 Wiltshire Council report (Cllr Berry)**

Recent meet the Leader of Wiltshire Council event in Malmesbury was well attended. Many questions asked about condition of roads and repairs needed. Services in general are being affected by inflation. Several planning items coming through on solar farms, battery storage sites etc. including a large extension to the Minety location.

**CPC/24/054 Neighbourhood Plan Report (Cllr Lambley)**

The following workstreams are in place and progressing.

- Meetings with proposed sites A and B are being scheduled during April 2024.
- Work is progressing with respect to proposed green spaces, owners of which have now been identified, also with the green network and hedgerow surveys.
- Leads for the business community support workstream are in place and are in the process of consultation.
- Following the Schools request for parking on the Glebe Field adjacent to the school an informal traffic survey is proposed using data from the SID which may be used to inform the visibility splay required to permit access from the A429. Following this appraisal a full traffic survey may be required (subject to funding being available) which could then facilitate a planning application for the parking scheme and allocation of the site in the Neighbourhood Plan Review.

A checkpoint meeting of the NP Steering Group is planned for April 4<sup>th</sup> 2024 to review progress. When work on these schemes is completed, Reg 14 will be prepared for consultation during Summer 2024.

The planning application for the 2021 allocated site in Tuners Lane remains called in by Councillor Berry following the PC's objections to the proposed housing designs.

Application for a Locality Grant to support the development of the Crudwell Design Code; required for the Plan Review; has been made and the first stage of the application has been approved. It is now understood that this grant may not be available until the new financial year.

**CPC/24/055 Community Report (Cllr Lambley)**

Contact will be made with the person who has come as a volunteer to relaunch WOIC to see if a transition from the retired editor can be arranged.

**CPC/24/056 Parish Matters**

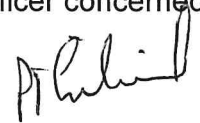
It was noted the Muck In has been arranged for Saturday 6<sup>th</sup> April, meet at 10.00 a.m. in the Village Hall car park. Clerk has advertised on Facebook.

Highways Improvement request form – parking around school and speeding

It was agreed that the Clerk submit the Highways Improvement request to the Wiltshire Council LHFIG group and request their assistance in any improvements which can be made to the parking and speeding issue. Clerk to also forward the Metro Council form to Cllr Lawes.

Mapping – ownership of areas. To defer to next meeting.

Cllr Butcher had received photos from a resident of flooding and what was described as a protected newt species in the Tuners Lane proposed property development area. It was agreed the Clerk should forward these to the planning officer concerned.

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Parish Steward – no specific tasks, it was agreed the gateway signs could benefit from cleaning and this could be allocated at the Muck In community clean.


Stiles and footpaths – update on progress will be deferred to the next meeting.

SIDS solar panel additional equipment to be ordered – this will be progressed in the near future.

Cllr Lambley is progressing liaison with the volunteer who has expressed an interest in assisting with the What's On community newsletter.

Duke of Edinburgh scheme Volunteer – Clerk will enquire if the volunteer wishes to be involved with the Muck In event.

There being no further business, the meeting was closed at 8.45 p.m.

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