

Crudwell Parish Council

Minutes of the Meeting of Crudwell Parish Council held in Crudwell Village Hall on 28th October 2025.

Present: Councillors R Hamilton-Lambley (Chair), P Gilchriest (Vice Chair), S Butcher, I Warner, O Hughes, T Kaner,
Also present: Caroline White (Clerk)

CPC/25/158 Chair to open meeting, apologies and absence to record

The meeting was opened and all present welcomed.
Apologies received from Cllr Bullock and Cllr Doel

CPC/25/159 Declarations of Interests on items on the agenda.

Cllr Kaner declared interest as a school governor in Item 9, planning application PL/2025/07950.

CPC/25/160 Public speaking (Crudwell Parish Council Standing Orders allows for 10 minutes).

CPC/25/161 Approval of Minutes

The Minutes of the meeting of 23rd September 2025 were approved by the council with small error amended and duly signed by the Chair.

CPC/25/162 Correspondence

The Village Hall confirmed that rent for hall hire would remain the same for the forthcoming year.
A resident reported that the Tuners Lane road sign at A429 was corroded at the legs.

Action: Councillors will ask Parish Steward if he can reattach.

CPC/25/163 Items for inclusion (at Chair's discretion/no decisions)

Defib training has been raised by a resident but Cllrs acknowledged that they are designed to be used without training to make it as simple and encouraged as possible. Chair to report that back to the enquirer.

CPC/25/164 To note matters arising and determine next steps.

Person responsible	Action	Outcome
Clerk	Submit planning comments	Yes
SB	Ask Becky at Highways for what action is due on overhanging hedges	Yes action By 18 th Nov or feed back to WC
Clerk	Define service requirements for Cllr agreement before soliciting website companies	Yes with Cllr Kaner
SB	Ask Danny Everett at WC to take any followup action on brook clearance	Yes
FLAG	Assess clearance need	Cleared. Pile in Glebe field waiting to be removed when trailer available. Culvert in wood near shop also cleared and has foul water; to report to Wessex water.
Clerk	Complete Community Governance Review Survey	Yes

CPC/25/165 To note bank statements

Current account 30th September	£1,507.97
Interest account 30th September	£26,164.03

CPC/25/166 To receive and note bank reconciliation at 30th September 2025

The reconciliation of income and expenditure balanced to the bank accounts was noted.

CPC/25/167 Payments for authorisation

Payee	Details	£ Net	£ VAT	£ Total
Clerk	September salary			590.91 **
Clerk	October salary			506.31 *
Countrywide	Grounds maintenance	134.42	26.88	161.30 *
Wiltshire Council	Non contested election cost			310.00 *
Broadbean	Website	140.00	28.00	168.00 *
L Dent	Outgoing clerk final salary			228.10
Amazon	Christmas lights – PAID DEBIT CARD			28.99 **
Busy Fingers	WOIC newsletter printing – PAID DEBIT CARD			134.16 **
		£274.42	£54.88	£2127.77

Payments have been examined, verified and certified by Clerk/RFO. Councillors Lambley and Butcher were appointed to authorise.

Proposed by Cllr Warner, Seconded by Cllr Hughes and Unanimously agreed.

CPC/25/168 Planning – resolve comments on applications received

PC Comment	Applic ref	Address	Proposal	Closing
No comment – mention to school the need for pre-emptive action on ash with dieback	PL/2025/07950	Crudwell Church Of England Primary School, Crudwell, Malmesbury, SN16 9ER	T2 & T12 Ash trees – Fell; T3 Silver Birch tree – Crown reduce by 30%; T5 Horse Chestnut tree – Reduce by 20%; T7 – Lime tree – Cut back low limb by 20%; T14, T15 & T16 – 3 x Goat Willow trees – Pollard; T24 Lime tree – Crown lift by 2m; T25 – Sycamore tree – Remove one limb; T30 Witch Elm tree – Crown lift by 1m <u>Planning Application: PL/2025/07950</u>	29/10/2025
No comment	PL/2025/08242	Barns Lee, Eastcourt, Malmesbury, SN16 9HW	Erection of pool room and outbuildings, to include outdoor kitchen area, bicycle store, plant room and garden store <u>Planning Application: PL/2025/08242</u>	19/11/2025

CPC/25/169 Planning decisions to note

Applic ref	Address	Proposal	Decision
PL/2025/04646	Oatridge Farm, Eastcourt, Malmesbury, SN16 9HR	Installation of open equestrian arena 50m x 30m <u>Planning Application: PL/2025/04646</u>	Approve with Conditions
PL/2025/06678	Eastcourt Farm, Malmesbury, SN16 9RZ	Prior approval Part 14 Class J: Installation or alteration etc of solar equipment on non-domestic premises	Prior Approval Not Required

Noted

CPC/25/170 PC Website

Councillors discussed elements of three proposals in terms of initial cost, ongoing costs, timeline and support provision, and agreed to investigate like comparisons between the favoured providers Parish Council Websites and Aubergine to establish optimum choice for service and cost.

CPC/25/171 Wiltshire Council report – Wiltshire Cllr Chuck Berry

Flood Group meeting scheduled 19th Nov – Cllr PG or a FLAG rep to attend.

Planning – if WC fails to have less than 10% of decisions overturned at Appeal stage they can be prevented from making decisions. The current rate is 9.6% deemed to be wrong decision at appeal. This centres in part around the government current targets to build. The Council has good rates of speed in decision making.

The former link with Visit Wiltshire is being revisited after earlier severance.

Local Govt reorganisation and impending govt Budget creates uncertainty.

Briefing Note 25-07: New bus stop infrastructure funding and emerging process for requests

Briefing Note 25-08: Gypsies and Travellers DPD – Update and Call for Sites

Cllr Berry noted that WC has to meet the need for suitable and acceptable sites.

Noted.

CPC/25/172 Neighbourhood Planning report – Cllr Roy Hamilton-Lambley

See Appendix

CPC/25/173 Community Report:

-Aura solar farm update. Two separate advisory panels for Kemble and for Crudwell. Crudwell pot = £6k. An Advisory Committee to be made up of representatives across the community. Plan to put a proposed group to the PC first, then put it to Aura. Canvassing has already begun; suggestions to include Cllr Gilchriest as Solar representative councillor; Cllr Kaner to represent the School; a Church and a Village Hall representative. Call-out to be made on website / Fb / newsletter for advisory group members.

A resident had noted that the last two issues of WOIC were not on MyCrudwell website – due to change in clerk; to be rectified immediately.

-Overgrown ivy at bus shelter noted by a resident – Cllr Gilchriest to look at it and gather a group to clear.

-School parking: Meeting has occurred but more queries including regarding bus stop location, field rental; followup meeting to be arranged.

-Poors Charity: the Treasurer isn't a signatory for the account; this is being rectified with the bank but process will stall while that happens.

-Email from a resident re dog poo bag litter – to look into possibilities for a bin – position on private or parish land; collection options.

-LHFIG – the two applications submitted: proposal to extend the 30mph will be on the next LHFIG meeting agenda; and extending the 20 mph lights around school falls under the remit of the school and has been passed on.

-Parish Steward – has been asked if road sweeper jetwash can be used on the dirty gates when next available.

ACTION POINTS

Person responsible	Action	Notes
Clerk	Submit planning comments	
Clerk and Cllr Butcher	Ascertain full comparative state of candidate website providers	
Cllr Gilchriest or FLAG	To try to attend the Wilts Flood Gp meeting on 19 November	

Councillors	Seek volunteers for Solar Fund advisory group	
Clerk	Upload last two editions of WOIC onto MyCrudwell	
Cllr Gilchriest	Overgrown ivy on bus stop – gather a group to clear	
Councillors	Research options for further poo bin installation	
Cllr Hamilton-Lambley	Arrange further school parking meeting	
Cllr Butcher	Follow up with Parish Steward if able to jetwash the dirty gates on the southern entrance to the village	
Cllr Butcher	Ask Parish Steward if he can re- instate the Tuners Lane road sign. Legs of sign have corroded, residents keen to retain old sign	
Cllr Butcher	Follow up with Wilts Highways on action re garden hedges overhanging the highway opposite the school.	

Meeting closed at 2112

Signed _____

Roy Hamilton-Lambley, Chair

APPENDIX

Neighbourhood Plan report for PC October 2025

2031 Neighbourhood Plan Allocation; Tuners Lane

The Planning Application for this site which was allocated in the 2021 made Crudwell Neighbourhood Plan remains under consideration by Wiltshire Council.

2038 Neighbourhood Plan Review

- The Crudwell Design Code and Guide which forms part of the Reg 14 document set for inclusion in the new Neighbourhood Plan has been completed and is available on our website at https://www.my-crudwell.org/content/uploads/2025/08/250723_Crudwell-DDC_FINAL_LR.pdf
- Following the notification from Wiltshire Council that a Strategic Environmental Assessment will be required for our proposed site allocations. I am pleased to report that this technical document is being developed by AECOM consultants via a government call-off contract funded by Locality at no cost to the Parish Council.

This represents a considerable saving on our NP costs. The document is an important part of the Neighbourhood Plan which helps to ensure that environmental considerations are integrated into public sector decision-making to promote sustainable development.

- Our working group have examined and compared details and draft plans for three housing sites offered for allocation to determine their potential sustainability, deliverability, and suitability and I am finalising the report for Steering Group members approval. The Steering Group have requested have now requested that we should share information on these sites prior to Reg 14 and I have therefore prepared a short online questionnaire with plans of the sites for parishioners' comments. I will publish this informal consultation on the 1st November for two weeks and the findings will be reflected in the final Reg 14 proposed housing allocation. The sites proposed are:
 - Site A; a development of 25 homes at the north of Chapel Close.
 - Site B; a development of 14 homes on the current Carpenters Yard site.
 - Site C; a development of 40 homes on land to the South of Tetbury Lane between The Butts and the Village playing fields.
 - A further site at was discounted at this stage as the landowner stated that it would probably be deliverable in ten years rather than the required five years.
- The Steering Group having determined which of the three sites or combination is likely to be the best sustainable and deliverable allocation to fulfil our requirement for 39 homes, will formally consult accordingly in the Reg 14 consultation early in the new year following the Council's approval.
- A meeting with the representatives of the Parish Council, School Governors, Headteacher, Crudwell Church and residents took place on the 24th of September. The purpose was to discuss the response from Wiltshire Council concerning draft proposals to improve access and provide additional parking facilities. The proposals are in response to residents' requests to ease traffic congestion and hazards at school drop off and pick up, and to enable safer pedestrian access to the school. It was agreed that the Neighbourhood Plan should continue to seek allocation of part of the Glebelands field adjacent to the school for parking and a new safe pedestrian access to the school playing fields via an upgraded footpath CRUD7 with a new pedestrian bridge over the Swillbrook. To that end School and Church representatives will liaise with landowners and the local MP while the NP group will continue to liaise with Wiltshire Council via Councillor Berry.

Roy F Hamilton-Lambley, Chairman, Neighbourhood Plan Steering Group