

Crudwell Parish Council

Minutes of the **Meeting of Crudwell Parish Council**
held in Crudwell School (Hall) on 28th August 2025

Councillors: R Hamilton-Lambley (Chair), P Gilchrist (Vice Chair), O Hughes, S Butcher, N Doel, C Bullock, I Warner
Also present: Caroline White (Clerk), Wiltshire Cllr C Berry (Wiltshire Council), Phil Buxton, Tim Kaner, Annie Smith as Treasurer of Village Hall

CPC/25/123 Chair to open meeting, apologies and absence to record

The meeting was opened and all present welcomed.
No apologies received.

CPC/25/124 Declarations of Interests on items on the agenda.

None declared.

CPC/25/125 Public speaking (Crudwell Parish Council Standing Orders allows for 10 minutes).

Village Hall Treasurer Annie Smith noted the PC wants to move meetings back to the VH from September. The Chair suggested 4th Tuesday of the month. Agreed by all.

Action: Clerk to amend meeting list and re-post on website

Filing cabinets to be rationalised and cleared out, and a small storage space to be allocated in the VH. Hall key to be given to clerk for meetings access.

Action: Clerk to meet AS ahead of next meeting at VH to collect key.

Cllr CB agreed to be the representative for WOIC newsletter. It was believed that WOIC breaks even financially and is therefore no cost to the PC,

Action: Cllr CB agreed to identify income and expenditure.

CPC/25/126 Approval of Minutes

The Minutes of the meeting of 31st July 2023 were approved by the council after a minor amendment and duly signed by the Chair.

CPC/25/127 Items for inclusion (at Chairs discretion/no decisions)

Speed limit request: Cllr SB stated that comments are required from PC on the LHFIG request form for 30mph extension up to Murcott Lane. Suggestions included extending a 20 mph zone was discussed, considering options during school hours or a permanent zone through the village. The Murcott Lane turning area is dangerous as vehicles accelerate rapidly after the derestriction signs and the new farm shop affects need, due to increased pedestrians and the effective expanded limit of village.

It was agreed to apply for the 30mph extension first then move towards 20mph in the future, after gaining evidence of support from residents etc.

Action: Cllr SB will word PC's view and submit request forms.

FLAG meeting feedback: moving silt to from the area between the A429 road and footbridge can be removed by a FLAG working group but help will be needed to dispose of the silt: Cllr OH agreed to leave trailer for material to be loaded directly; Councillor SB will liaise with FLAG to organise schedule for this.

Flood Warden job description feedback re scope of responsibility; awaiting FLAG comment. It was agreed that FLAG and the Flood warden need communication and cooperation. Councillors SB and CB will discuss with FLAG

Action: Cllr SB to take forward.

Action: Clerk to ensure information to be put regularly on website.

PL/2025/06941: an application received subsequent to Agenda publication, conifer tree at Stream Cottage, agreed to be necessary.

Action: PC to submit No Comment

CPC/25/128 To note matters arising and determine next steps.

Cllr RL noted that a PC does have responsibility to provide allotments under the Small Holder and Allotment Act 1908 if 6 residents request this. Further to this it was agreed that the Clerk will identify current allotment holders and liaise with Cllr Doel who will identify plots which are not being maintained. Following this the Clerk will write to those holders who are not maintaining their plots to remind them of their responsibilities. Cllr Doel will liaise with Geoff Lane with a view to restore any vacant plots in order that they are made ready for new allotment holders.

Action:

- Clerk to identify current allotment holders and draft letter re their upkeep responsibilities.
- Meet Geoff Lane with Cllr Doel on site with potential tenant MoP

A loose platform was identified during the recent inspection of the play area.

Action: Cllr Doel to repair the play equipment.

Weeds in play area have now been manually removed by Cllr Gilchrist

CPC/25/129 To note bank statements

Community account	28 th August 2025	£3154.45
Community Business account	28 th August 2025	£19,153.43

CPC/25/130 To receive and note bank reconciliation for July 2025

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

CPC/25/131 VAT reclaim received for £1744.89 noted.

CPC/25/132 Payments for authorisation

To ratify bank transfer payments made August before meeting	For	Inv No	Net £	VAT £	Total £
Clerk July 2025 (LD)	Salary		384.96		384.96
HMRC (LD)	July submission		89.40		89.40
J Cox	Urgent treeworks		750.00		750.00
P Ward	River clearance	2797	600.00	120.00	720.00
P Ward	River clearance	2796	1940.00	388.00	2328.00
Countrywide	Grass cutting July	644790	134.42	26.88	161.30
York Survey Supply	Water height gauge	0000355913	51.22	10.24	61.46
			3950.00	545.12	4495.12

To authorise bank transfer payments	For	Inv No	Net £	VAT £	Total £
PC Peripherals Ltd	Clerk Laptop	GB5003QLY8G471	415.83	83.17	499.00
Vision	NHP Consultation update	VISINV-0763	550.00	110.00	660.00
			965.83	193.17	1,159.00

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

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

CPC/25/133 Solar Farm

Information had been circulated to Cllrs. The report states that rocks have been found which are delaying construction. Re Community Fund: it was suggested that the owner company would want a major project they can put name to, whereas the PC May like many smaller projects, eg play equipment / flood improvement. RL to attend Aura meeting on 22nd September to raise question of the proposed approach to access to funds.

CPC/25/134 Planning Applications Determined

Application Number	Location of Development	Description of Development	Decision
PL/2025/04960	Eastcourt Farm, Malmesbury, SN16 9RZ	106.05kWp Fully Optimised PV System with 30kWh Battery Storage	Prior Approval Refused

It was noted that solar panels were refused on the basis of insufficient information; it was a test application by the applicant.

CPC/25/135 Wiltshire Council report - Cllr Berry

The new administration has been surveying residents re what WC should do in its future plan to help the community, aiming for community cohesiveness to get more impact for all residents.

CPC/25/136 Neighbourhood Planning report - Cllr RL

[See Appendix for report]. It was agreed to continue with work on the NHP

Proposed by Cllr RL, Seconded by Cllr SB and Unanimously agreed.

CPC/25/137 Community Report

No report

CPC/25/138 Parish Matters

1. SID – solar charging being arranged to increase battery life.
2. Flooding – see item CPC/25/127 above
3. LHFIFG report (Cllr Butcher) - see item CPC/25/127 above

Parish Steward due 9th September, weeds pulled out from play area, Cllr SB will liaise re other tasks.

The Village Gates looking tired; possibly should not be painted? – might be sprayed with a machine to refurbish.

Cllrs ND and PG to put depth gauges up at weekend.

Meeting closed at 9.10 p.m.

Signed _____

Roy Lambley Hamilton, Chair

ACTION POINTS

Person responsible	Action	Notes
Clerk	To amend meeting list and re-post on website, meet AS ahead of next meeting at VH to collect key.	
Cllr SB	To word PC’s view and submit request forms.	
Cllr SB	To liaise between FLAG and Flood Warden	
Clerk	To ensure information to be put regularly on website.	
Clerk	Submit No Comment to PL/2025/06941	
Clerk	To identify current allotment holders and draft letter re their upkeep responsibilities. To meet Geoff Lane with Cllr Doel on site with potential tenant MoP	
Cllrs ND and PG	To put depth gauges up	
Cllr Doel	To repair the loose platform on play item	

ACTION POINTS [previous month]

Person	Action	Notes	Completed

APPENDIX

Neighbourhood Plan report for Crudwell PC August 2025

2031 Neighbourhood Plan Allocation; Tuners Lane

The Planning Application remains under consideration by Wiltshire Council, the status though now appears to state "Recommendation Made."

2038 Neighbourhood Plan Review

- The final version of the Crudwell Design Code and Guide has now been baselined and forms part of the Reg 14 document set for inclusion in the new Neighbourhood Plan. A link to the Code, which has been produced via a Government Framework Contract at no cost to the Council will be available on our website shortly.
- We continue to examine and compare details and draft plans for the three housing sites offered for allocation to decide their potential sustainability, deliverability, and suitability to be able to recommend the right allocation. Based on our existing work and assumptions it is likely that we will conclude that we should propose allocation the Chapel Way development of 25 homes and Carpenters Yard site with 15 homes, a total of 40 which will meet our expected requirement to 2038. We are not likely to allocate the alternative site of 40 homes which has been discussed with the potential developers. This is likely to be confirmed at a Steering Group meeting being held tomorrow (29th August.) However, as reported last month, this work cannot be finalised for Reg 14 until the SEA screening decision is known in September, as premature work may prove to be nugatory and lead to unnecessary expenditure. In the meantime, the Steering Group have requested that we also publish the three site proposals to the wider community as an informal consultation to test opinion. This is likely to be published during September.
- A meeting with the Chair of the School Governors and Headmaster is being planned 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.
- As reported last month the Government has now withdrawn grant funding for Neighbourhood Planning. The +Steering Group considers it to be essential to complete the Neighbourhood Plan to extend our protection from speculative applications while Wiltshire's housing supply stays well below the five-year requirement. This means that while much of the work is done by Steering Group members, the assurance of this and production of the technical planning documents by consultants is essential to the plan's acceptability and ultimate success. The Parish Council did of course substantially contribute to the costs of the successful 2021 Plan. A paper has been produced for the Steering Group which outlines the necessity of completing the current plan to de risk the probability of speculative applications. I will circulate this to Councillors after the meeting. Completion of the plan will help to ensure that any housing developments in the village are at a scale, affordability and design which is acceptable and sustainable.
- Following our inability to complete the Reg 14 work in our Locality Grant window due to the WC screening decision delay and the withdrawal of Government Locality grant funding we have requested that we retain the unspent 2024/5 residual grant funding of £1700 to help fund Reg 14.
- I therefore formally propose that we should commit to continuing the work of the Steering Group and to engage the technical consultancy needed to assure and complete the plan within the allocated budget if possible. Any proposed exception in terms of potential overspend will be reported to and authorised by the PC prior to commitment by the Steering Group.

Roy F Hamilton-Lambley, Chairman Neighbourhood Steering Group