

Crudwell Parish Council

Minutes of the Meeting of Crudwell Parish Council held in Crudwell Village Hall on 24th March 2026 at 7:00PM

Present: Councillors: R Hamilton-Lambley (Chair), P Gilchrist, C Bullock, S Butcher, S Thomson

Also Present: T Edge (Clerk), Wilts Cllr C Berry, six members of the public.

CPC/25/239 Chair to open meeting, apologies and absence to record

The meeting was opened and all present welcomed. Apologies were received from Cllrs T Kaner and I Warner. Cllr O Hughes was absent.

CPC/25/240 Declarations of Interests on items on the agenda.

There were no declarations of interest.

CPC/25/241 Public speaking (Crudwell Parish Council Standing Orders allows for 10 minutes).

6 members of the public attended.

Existence Festival license application

Two representatives for the Applicant for [C/26/00293/PRMA](#) permanent premisses license for Existence Festival at Land East Of Boldridge Farm, Crudwell Lane, Long Newnton addressed the meeting. They provided background to the festival and attributed concerns raised about the festival's 2025 event at Charlton Park to a larger festival, Gem Fest, which took place nearby on the same weekend. They explained the noise mitigation measures implemented in previous years and outlined how these would be applied for the upcoming event.

Cllr Hamilton-Lambley read a statement on behalf of the Parish Council (see appendix 1) outlining its views and concerns. Representatives for the Applicant responded to this statement and there was discussion with councillors about key issues such as noise management, proposed start and end times, traffic management along Tetbury Lane in particular, and anti-social and illegal behaviour, circulation of management plans and post-event reviews. A resident emphasised their concerns about noise levels and its adverse impact on their right to quiet enjoyment.

Neighbourhood Plan consultation

A resident commented that the draft plan incorrectly states the proposed Ridgeway Farm site is connected to CRUD09 public footpath. Cllr Hamilton-Lambley responded that this had been identified and the Neighbourhood Plan committee was investigating how to manage it. The consultation may be changed alongside other items that need to be made as bundle of changes. Any changes will be communicated through the email list, website and through statutory consultees. It is also likely that the consultation period will be extended further.

A landowner expressed concern about the extent to which they had participated in the consultation process and indicated they had points they wished to contribute. Cllr Hamilton-Lambley replied that there were further opportunities for such participation within the consultation process.

Five members of the public left the meeting.

CPC/25/242 Approval of Minutes from Parish Council meeting 24th February 2026

Resolution: The Parish Council resolved to approve the Parish Council meetings of 24th February.

CPC/25/243 To receive updates on the progress of items from previous minutes and outstanding items not requiring further decisions.

Actions from previous meetings were reviewed and updated as below:

Person responsible	Action	Notes
Parish Clerk, Cllr Thomson, Cllr Hamilton-Lambley	New councillor onboarding. Notify Wiltshire Council of Cllr Thomson co-option. Complete register of interests. Liaise with Broadbean to set up new councillor email and de-active Cllr Doel's account.	Completed
Cllr Thomson	Removal of overgrown ivy from bus stop	Completed
Cllr Bullock	Follow up quote for additional dog poo bin.	Completed.
Cllr Hughes	Convene working group to clean village gates.	To be carried over
Cllr Thomson	Repair hole in stone wall on Post Office Green. Coordinate contact to facilitate.	Stones removed. Cllr Thomson to donate stones. Drystone waller will donate services. Plan to do in coming months.
Cllrs Hamilton-Lambley & Butcher	Complete Aubergine's due diligence and mapping form for replacement website, to enable contracting and kick-off.	Due diligence complete. Mapping form WIP.
Parish Clerk & Cllr Butcher	Collect gel sacks from Wiltshire Council, Chippenham.	Completed. Steve to liaise with FLAG about where to position gel sacks and update emergency plan accordingly.
Cllr Hamilton-Lambley	Follow-up status of discussions on utilisation of Church Commissioners land for school parking.	No feedback received from Diocese re: Glebe field. Agree to park action for now. FLAG to talk with Roz Savage about the EA 2008 Flood report to progress. Cllr Bullock mentioned report to Ben Preece – wants to propose combining proposals from the report but EA position has changed. No funding available. Look at plan when receive response from diocese and look at options for obtaining funding. Mentioned possibility of utilising solar farm funds or requesting donations from festival licence applicants.
Cllr Butcher, Cllr Thomson	Progress planning for upgrading of footpath and two bridges at Church Commissioners land.	Cllr Butcher to contact WC Countryside Access Liaison Officer, Steve Leonard, for advice on materials and approach. Resurfacing path easy, consider installing stile.

		<p>Cllr Thomson to contact Tetbury footpaths group for information on their approach and contacts. List of contractors obtained from Tetbury Group. Reported that crushed limestone suggested. Consider using materials from widening of Swill Brook.</p> <p>Commission work to scope layout. – Cllr Hamilton-Lambley to share info</p>
Cllrs Bullock & Butcher	Meet with B Preece (FLAG) and J Bromhead (Crudwell Flood Warden) to discuss flood page on website and refining emergency plan.	Completed.
Parish Clerk	Submit PC representations to WC for planning applications for The Butts and Vine Cottage.	Completed.
Cllr Gilchrist	Raise awareness through WOIC regarding Poores Charity' pending closure and support available through Malmesbury Community Trust.	Awaiting meeting before WOIC comms
Parish Clerk	Engage Scribe to provide parish council accounting software.	Completed.
Parish Clerk	Engage PATA to provide pension service for parish clerk employer and employee contributions. Set up NEST employer account.	Completed.
Cllr Hamilton-Lambley	Engage Community First to produce online survey and report for Neighbourhood Plan consultation.	Completed.

CPC/25/244 To receive and note bank reconciliation for February 2026

Noted

CPC/25/245 To approve the following payments and appoint councillors to authorise:

Payee	Details	£ Net	£ VAT	£ Total
Countrywide Grounds Maintenance Ltd Inv 679153	Grounds maintenance Feb 2026	134.42	26.88	161.30
R Hamilton-Lambley (Krystal Inv 2390227)	Reimbursement of crudwell-pc domain renewal 2026/27	70.00	14.00	84.00
Busy Fingers Printing Inv	WOIC (March 2026 issue) PAID by card 09/03/2026	134.16	-	134.16
Busy Fingers Printing Inv	NHP Reg 14 Consultation PAID by card 09/03/2026	91.12	-	91.12
Krystal Inv 2436136	my-crudwell domain renewal 2026/27 PAID by card 10/03/2026	11.99	2.40	14.39
Aubergine Inv AUB15873	New website set up and year 1 website subscription	499.00	99.80	598.80
Broadbean Inv 2602-19	NHP Reg 14 consultation communications and email account updates Feb 2026	180.00	36.00	216.00
PATA Payroll Inv 25/0831/PPS	Payroll Jan-Mar 2026, salary calculation, pension re-declaration	70.35		70.35

Scribe INV-16271	Accounting software fee and set-up support	398.00	79.60	477.60
Scribe INV-16272	Monthly maintenance and support Apr 2026	33.00	6.60	39.60
Parish Clerk	Salary and allowances Mar 2026	423.71	-	423.71
HMRC	PAYE, NIC Mar 2026	111.65	-	111.65
		2,157.40	265.28	2,422.68

Resolution: The Parish Council resolved to approve the above payments. Cllrs Bullock and Butcher were appointed to authorise.

CPC/25/246 To consider planning applications received:

Reference	Address	Proposal	Decision
PL/2026/01490	Pound Farmhouse, Eastcourt, Malmesbury, SN16 9HN	Listed building consent (Alt/Ext) - Oak Garden Room - Amendment to Truss Details only of the application PL/2025/05925 - Approved 18/12/2025	No comment
PL/2026/01212	Pound Farmhouse, Eastcourt, Malmesbury, SN16 9HN	Removal/variation of conditions - Variation of Condition 2 (Oak Truss detail) of PL/2025/05854 (Oak Garden Room, Oak Conservatory to replace existing, demolition of modern bin store, and relocation of oil tank)	No comment

CPC/25/247 To consider licensing applications submitted:

Licence type	Address	Proposal	Closing
Premises licence	Land East Of Boldridge Farm, Crudwell Lane, Long Newnton	C/26/00293/PRMA Existance Festival – permanent license for annual 4 day music festival with service of alcohol to 4am	9 April 2026

Councillors discussed various concerns with the application .

Resolution: The Parish Council resolved to object to premises licence application [C/26/00293/PRMA](#) for Existance Festival at Land East Of Boldridge Farm, Crudwell Lane, Long Newnton and to adopt the statement in Appendix 1.

CPC/25/248 To note representations made on licensing applications

Licence type	Address	Proposal	Decision
Premises licence	Cotswold Airport, Cirencester, GL7 6BA	Runway Festival – permanent license for annual 4 day music festival with service of alcohol to 4am	Object

Noted

CPC/25/249 To note planning decisions determined

Reference	Address	Proposal	Decision
PL/2025/09992	11 The Butts, Crudwell, Malmesbury, SN16 9HF	Householder planning permission - Dormer to Gable Conversion to Front Elevation	Approve with conditions

Noted

CPC/25/250 To appoint an internal auditor for FY2025/26

The Clerk presented some views on potentially using a different auditor, it was agreed that more information and testimonials would be needed about alternative providers. It was agreed to defer decision to the April meeting.

CPC/25/251 To consider pursuing Traffic Speed and Community Speed Watch in Crudwell

A village resident had asked about a possible community speed watch team. Cllr Hamilton-Lambley explained that the Parish Council had previously asked for a community speed watch team, but this was turned down after a metro count had been conducted that did not indicate there was a problem in the village. The Parish Council resolved to support members of community approaching Police and Crime Commissioner, but that the Parish Council was not prepared to facilitate. The Parish Council was currently pursuing the initiative to reduce the speed limit to 20mph in village as well as moving the 30-mile limit south of the Murcott Lane turning – LHFIFG action item.

CPC/25/252 To assign councillor responsibility for allotments, consider arrangements for allotments management and fee rates

Allocated to Cllr Thomson.

Action: Clerk to connect Cllr Thomson with allotmenters Geoff Lane and George Guest and provide a copy of the allotment holders list along with details of residents who has expressed interest.

Cllr Thomson to investigate change of use of allotments change of use to community orchards.

Cllr Thomson to review rates and propose rate structure for 2026.

CPC/25/253 To receive a report from Wiltshire Council

Wilts Cllr Berry reported that the Council budget had been passed. Council tax is to be increased by the maximum 4.99%.

The planned closure of Purton and Lower Compton Household Recycling Centres has been postponed in response to strong concerns raised by residents and a booking system is to be implemented.

Government planning inspectors rejected Wiltshire Council's housing strategy, the council has failed to allocate sufficient land to meet the county's housing needs. This means there is currently no plan in place and therefore we are vulnerable to speculative applications.

Minety Parish Council had put together an excellent local road condition report to complain about the state of their roads. Wiltshire Highways has agreed to address the potholes. Cllr Berry will share the report with the Clerk to circulate.

With the ceasing of the 93A bus service, the Wiltshire Connect bus service was being extended to include the Crudwell area, bus journeys can be booked via an app or by telephoning.

CPC/25/254 To receive a report on flood management and Crudwell Flood Action Group (FLAG)

Starting to think about allocating flood wardens, awaiting training date. FLAG has been attending N Wilts Flood Working Group meetings and have asked for WC Drainage Engineer Danny Everett to visit.

Discussing a volunteer working party to do weed pulling in Swill Brook in the post office green section.

CPC/25/255 To receive a report on neighbourhood planning

See Appendix 2.

CPC/25/256 To receive a community report and update on school parking progress

Already covered – agreed to commission work previously approved in April. Draw up plan. Cllr Hamilton-Lambley to action.

CPC/25/257 To note correspondence for councillor information

Allotments, festival licensing concerns, 93/A bus service change, WC waste collection consultation.

CPC/25/258 To receive reports on parish matters:

- **Local Highway and Footway Improvement Group (LHFIFG)** – Cllr Butcher to follow up on extension of 30mph south of Murcott Lane before June meeting.

LHFIG intending policy change on 20mph initiative – needs to be resurrected, Cllr Hamilton-Lambley to commission a mini survey to assess whether there is community support.

Replacement Chelworth sign (to remove business park). Cllr Butcher said that the Parish Council won't have to fund the A429 route sign but will be asked to contribute. Cllr Butcher to ask Andrew Blanch if he would be willing to fund the sign replacement.

- **Parish Steward** – still reassigned to potholes, not known when he will return
- **Parish Emergency Assistance Scheme (PEAS)** – gels collected
- **Poors Charity dissolution** – signatures obtained, further meeting needed to finalise.
- **Aura Solar Farm** – request to notify solar farm of proposed representatives on charity board.
- **Bus stop** – covered in actions

CPC/25/259 Exchange of information

Annual Parish meeting needs to be a Saturday in May. Cllr Hamilton-Lambley to contact Roz Savage MP to see if she has availability to attend.

ACTION POINTS

Person responsible	Action	Notes
Cllr Hughes	Convene working group to clean village gates. Carried over from February meeting	
Cllr Thomson	Repair hole in stone wall on Post Office Green. Coordinate contact to facilitate.	
Cllr Butcher & Cllr Bullock	Complete Aubergine's site mapping form for replacement website, to enable contracting and kick-off. Work with Clerk on tiles to transfer	
Cllr Butcher/Cllr Bullock	Liaise with FLAG about where to position gels sacks and update emergency plan accordingly.	
Cllr Hamilton-Lambley	Commission contractor to scope layout for upgrading of footpath and two bridges at Church Commissioners land.	
Cllr Gilchrist	Raise awareness through WOIC regarding Poors Charity' pending closure and support available through Malmesbury Community Trust. Ongoing – awaiting further news	
Parish Clerk	Finalise and submit Parish Council representation in response to Existence Festival licence application C/26/00293/PRMA	
Parish Clerk	Share references for Specialists in Local Councils internal auditor with councillors and include appointment of internal auditor as agenda item for April Parish Council meeting.	
Parish Clerk	Provide Cllr Thomson with current allotment register and documentation. Introduce Cllr Thompson to allotment holder representatives.	
Cllr Thomson	Investigate change of use of section of allotments to community orchards. Engage with allotment representatives regarding ongoing allotments management.	

Cllr Hamilton-Lambley	Commission mini survey to assess extent of community support for reducing the speed limit to 20mph within Crudwell village.	
Cllr Hamilton-Lambley	Contact Roz Savage MP's office requesting her availability to attend an Annual Parish Meeting in May.	
Parish Clerk	To submit PC responses to planning applications for Pound Farmhouse	
Parish Clerk	To ensure appointment of auditor is on the April meeting agenda	
Cllr Thomson	Review allotment rates and propose rate structure for 2026	
Cllr Berry	To share the Minety Road condition report with Clerk. Clerk to circulate to the PC	

Meeting closed at 21:22hrs

Next meeting 28 April 2026.

Signed

Roy Hamilton-Lambley, Chair

APPENDIX 1

Crudwell Parish Council statement in response to the Existance Festival premises licence application - C/26/00293/PRMA permanent premises license for Existance Festival at Land East Of Boldridge Farm, Crudwell Lane, Long Newnton

Whilst the Parish council is not opposed to festivals per se, it would object to this application on the basis that the proposed event would negatively impact residents' right to quiet enjoyment and cause undue exposure to public nuisance. These grounds are further set out below:

1. Loud music after midnight, and particularly until 4am is totally unacceptable in our rural area. Previous experience also indicates that associated festival noise is likely to persist considerably longer.
2. Traffic Management; the Wiltshire part of Tetbury Lane is narrow, sinuous and in very poor condition with large potholes and damaged verges which make passing very difficult. The Parish Council would require that vehicular access is only allowed from the Gloucestershire end of the lane where it is wider and better maintained.
3. The close proximity of the site to the Fosse Way has propensity for illegal parking and unauthorised site entry.
4. Although the Applicant states that there will be good organisation, the Parish Council has reservations about how this will be applied in practice. Previous experience has brought reports of loud music continuing throughout the night, phone numbers for noise complaints not being answered, litter locally, unsocial behaviour including alcohol and drug related instances, traffic chaos and delay.
5. The proposed event represents minimal benefit to the local community that is far outweighed by the adverse effects set out above.

If a license was to be granted, the Parish Council would request that approval be granted for one year initially and that a mandatory review with engagement of local stakeholders, including affected parish councils, be a condition of granting a licence for further years. Crudwell Parish Council also requests that the management plan for the event be provided in advance to provide assurance that undertakings will be met and to enable Parish Council engagement with organisers on behalf of residents.

APPENDIX 2

Neighbourhood Plan report for PC March 2026

2038 Neighbourhood Plan Review

Regulation 14 progress and timescale.

- Wiltshire Council officers in a call today requested the following:
 - A draft modification statement highlighting the changes to the 2021 Made Plan which is a new requirement in the regulations.
 - Extension of the consultation to the 1st of June to allow for Easter holidays and May bank holiday periods and notification of the closure date.
 - Better signposting to the NP documents on our website.
 - Revision of our publicity to notify the community of the consultation end date.
 - A further Email to the statutory consultees informing them of the end date.
- As agreed at our February meeting, Community First were engaged to host the questionnaire and deliver the comprehensive report required following consultation. The site was live from March the 1st and there have been 180 visits with 38 responses, a rate of 20% to date.
- The Communications and Awareness Plan will be reactivated and includes:
 - Hosting all Reg 14 documents on our my-Crudwell website with the required Conversion Statement
 - A further Email to all statutory bodies as shown by Wiltshire Council
 - A further Email to 302 Crudwell residents via our Mailing List
 - Paper copies of the Summary and Questionnaire available in the Post Office, Farm Shop, the Church, pubs, and hotels
 - Revised A4 posters on all notice boards and selected key points
 - Notification via the Crudwell Street Leaders WhatsApp group
 - Press release to local newspapers
 - Two drop-in events have been arranged at the Village Hall on Tuesday the 31st March 4 to 6pm and Saturday the 11th of April 12 to 2pm.
- The post consultation report from Community First will include references to all statutory and local parishioners' responses to the Questionnaire together with all comments which will be used to review and revise the Plan if needed.
- The next Stage of the Plan is Reg 15 where the revised Plan is submitted to Wiltshire Council for review and approval.
- Following this, at Reg 16 Wiltshire Council host a further public consultation on the draft Plan before submitting the Plan to an independent Government Inspector.
- The inspector will determine if the changes are significant enough to require a public referendum.
- The Neighbourhood Plan remains within the allocated budget for 2025/2026.

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