

# CROMHALL PARISH COUNCIL

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## MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 12<sup>th</sup> April 2017 at 7.30pm IN THE VILLAGE HALL, TALBOTS END CROMHALL

**PRESENT:** Cllrs D White (DW), Roland Hobbs (RH) and Steve Aston (SA)  
In attendance:, D Dunning (Clerk) and Ward Councillor John O'Neill (JON)  
1 member of public

Cllr D White was proposed and elected chair.

### **NO. 1 APOLOGIES:**

Apologies were received from Cllrs M Line (ML), K White (KW) and Daren Jeffery (DJ) and accepted.  
Cllr A Gent (AG) was absent

### **NO. 2. DECLARATIONS OF INTEREST:** in any items on agenda:

There were no declarations of interest

### **NO. 3. ADOPTION of the MINUTES:**

Minutes of the meeting on 8<sup>th</sup> March 2017 were accepted as a correct record of the meeting and signed by the Chair.

### **NO. 4 PUBLIC PARTICIPATION:**

Questions raised about new footpath in the village, John O'Neil explained rationale and that the other footpath by Drews Orchard was too expensive at over £80K. The HGV survey will continue to monitor road usage. Style midway along Path OCR 10/10 in field behind chapel is dangerous.

### **No. 5. PLANNING APPLICATIONS**

#### **5a. Road closure notice Woodend Lane (Last Spur), Cromhall**

Signage vital to protect cyclists and marshals are required to avoid risk of accidents. Clerk to respond.

**5b.** PT17/0847/O Chalwyn House Church Lane Cromhall Wotton Under Edge South Gloucestershire. Erection of 1no. dwelling with detached double garage (Outline) with access to be determined and all other matters reserved.

**No comments and noted**

**5c.** PT17/0672/F Garlinge Bristol Road Cromhall Wotton Under Edge South Gloucestershire. Erection of first floor side extension to form additional living accommodation. Construction of new vehicular access, re-positioning of existing gates and installation of additional gate in boundary wall. Approve with Conditions.

**Noted**

### **NO. 6 AGENDA ITEMS**

**6a** To agree grant for churchyard maintenance

**Resolved to pay £750 towards the churchyard maintenance.**

Payment is made under section 137 and 139 of the Local Government Act 1972, which in the opinion of the Council, is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with the expenditure.

**6b** To AGREE to renewal of ALCA subscription £140.51

**Resolved** to renew.

**6c** To agree final arrangements for Annual Assembly meeting on 25<sup>th</sup> April 2017

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Local groups invited. Some reports received to read out on village activities. Cllr K White to chair meeting and Cllr Jeffrey to be asked to do a short presentation on the Neighbourhood Plan.

**6d** To receive precept acknowledgement.

**Noted**

**6e** To receive correspondence on car parking Talbot's End.

**Resolved** council has no plans to increase the parking at Talbots End as extending it conflicts with the council's intentions of improving green spaces.

**6f** Electoral review of South Gloucestershire: warding arrangements. The Local Government Boundary Commission for England is carrying out a review to deliver electoral equality for voters across South Gloucestershire as a result of a request from the Council.

There is a reduction in the overall number of South Gloucestershire Council councillors resulting in some boundary changes, not Cromhall.

Action: Clerk to circulate paperwork received from Boundary Commission to all councillors for discussion next meeting.

**6g** Fairground site – update

There is a new enforcement officer dealing with this case Paul Bignall. Due to office relocation at South Gloucestershire Council, his update is still awaited.

## NO 7 REPORTS

**7a** To receive report from ward Cllr John O'Neill

Changes at South Gloucestershire Council with staff relocating to Yate from Kingswood Civic Centre. The meeting rooms at Kingswood are being retained but the remainder of building will be let to Sirona and Avon and Wiltshire Mental Healthcare Trust. More car parking is needed at the Yate offices.

New VAS signs have been approved for Cromhall and will be erected during the next year.

Mayoral elections on 4<sup>th</sup> May 2017.

Latest outcomes from the joint special plan consultations should be announced by the summer and extent of development in Charfield and Buckover should be known.

**7b.** To RECEIVE and NOTE a verbal report from the Clerk

- Advised S.Glos regarding incorrect planning application.
- sorted out grass cutting contract, giving contractor Cllr Hobbs' details - contractor has now started work.
- given Cllr Jeffery details of community engagement trainers.
- annual parish assembly meeting, booked hall, invited range of community groups, collating local group reports, arranged details on website.
- confirmed council supports signage in Talbot's End to John O'Neill to action.
- responded to correspondence including hall group with funding details to help with boiler.
- started end of year accounts.

**7c.** To RECEIVE report on Townwell play area

Grass has been cut twice.

Safety matting is starting to lift at edges. Meeting agreed to await outcome of safety checks.

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## NO. 8. FINANCE

**8a** To receive financial update and AGREE and sign cheques.

<b>Bank reconciliation March 2017</b>									
Balance in bank at 1/03/17									18640.29
				<b>IN</b>	<b>OUT</b>	<b>TOTAL</b>			
			cheques cleared in March		£165.93	£165.93		£18,474.36	
			Income	£0.00		£0.00		£18,474.36	
<b>balance in bank as at 31/3/17</b>								<b>£18,474.36</b>	
Items not yet cleared or processed due for March									
		uncleared chq	February salary clerk		£380.07	£380.07			
		uncleared chq	February tax		£12.00	£12.00			
		see below	Tax for March		£23.00	£23.00			
		see below	Salary March & expenses		£442.57	£442.57			
		see below	Hawkers Knapp bird boxes		£91.70	£91.70			
		see below	Churchyard grant		£750.00	£750.00			
		see below	hall hire £266 15/16 and £247 16/17		£513.00	£513.00			
		see below	Half costs of grass cutting 15/16		£563.22	£563.22			
						£2,775.56			
<b>Actual financial position as at 31/3/17</b>								<b>£15,698.80</b>	
<b>Cheques for signing on 12th April 2017</b>									
<b>payments due in 2016/17</b>			<b>Net</b>	<b>Travel</b>	<b>Expenses</b>	<b>VAT</b>	<b>Total</b>		
HMRC	1363	Tax for March	£23.00	£0.00	£0.00	£0.00	£23.00	LGA 1972 s112(2)	
Daphne Dunning	1364	Salary March & expenses	£396.52	£30.78	£13.96	£1.31	£442.57	LGA 1972 s112(2)	
Steve Aston	1362	Hawkers Knapp bird boxes	£91.70	£0.00	£0.00	£0.00	£91.70	LGA 1972 s14 Open Space Act 1906 s9&10	
Cromhall PCC	1365	Churchyard grant S137	£750.00	£0.00	£0.00	£0.00	£750.00	LGA 1972 s137	

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Cromhall parish hall and recreation trust	1366	hall hire £266 15/16 and £247 16/17	£513.00	£0.00	£0.00	£0.00	£513.00		LGA 1972 s134(4)
St Andrews School	1367	Half costs of grass cutting 15/16	£563.22	£0.00	£0.00	£0.00	£563.22		Highways Act 1980 s96
<b>Payments for 2017/18</b>									
Tree and Country services	1368	Grass cutting	£125.00	£0.00	£0.00	£25.00	£150.00		Highways Act 1980 s96
ALCA	1369	Subs 2017/18	£140.51	£0.00	£0.00	£0.00	£140.51		LGA 1972 s143
							£0.00		
		<b>TOTAL</b>					<b>£2,674.00</b>		

Clerk's salary: 2017/18 national pay increase for SCP 17 - from £17547 to £17772 or £9.21/hr was noted

**8b** To APPROVE annual governance statement for audit

Governance statement read, agreed, completed and signed by chair and RFO.

### No 9. FUTURE AGENDA ITEMS

Notice board Talbots End

The Council meeting closed at 20.50hrs.

*Date of next meeting:* Annual parish meeting 25<sup>th</sup> April 2017 and 24<sup>th</sup> May 2017 at 7.30pm in the Village Hall, Talbots End, Cromhall.

CHAIRMAN:-

24<sup>th</sup> May 2017