

# CROMHALL PARISH COUNCIL

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## MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 13<sup>th</sup> DECEMBER 2017 at 7.30pm IN THE VILLAGE HALL, TALBOTS END CROMHALL

**PRESENT:** Cllrs Mike Line (ML) chair, Roland Hobbs (RH), David White (DW), Daren Jeffery (DJ) and Steve Aston (SA)

In attendance: D Dunning (Clerk)

No members of public

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

Apologies were accepted from Ward Councillor John O'Neill (JON) who had to attend another meeting.

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

None

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

Minutes of the meeting on 8<sup>th</sup> November 2017 were accepted and signed by the Chair.

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

None

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

**5a.** PT17/5461/F Chalwyn House Church Lane Cromhall. Erection of 1no detached dwelling with shared access and associated works

**Noted with no comments**

#### **5b Decisions made:**

**5bi** PY17/3550/MW RMC Aggregates Wickwar Quarry. Variation to conditions 5,6 and 7 of planning permission PT12/2717/MW to make permanent the current permitted hours of operations of the coated stone plant.

Approved with conditions

**Noted**

**5bii.** PT17/3864/F Unit 1 The Garages Cottage Hill Cromhall. Change of use from light industrial (Class B1c) to retail (Class A1) as defined in Town and Country Planning (Use Classes) Order 1987 (as amended).

Approved with conditions

**Noted**

**5biii.** TPO:0994 Talbot End House.

**Noted**

**5biv.** PT/17/3634/F Woodend Farm Woodend Lane Cromhall. Demolition of existing buildings. Erection of building to form Class B1 use and associated works. Approved with conditions

**Noted**

#### **5c. Enforcement**

**5ci.** COM/17/0948/LB 1 Hospital Cottage Talbots End Cromhall. Front wall demolished, garden concreted over and original iron railings from Locally listed building.

**Noted**

# CROMHALL PARISH COUNCIL

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**The new Burltons.** The meeting noted the South Gloucestershire Planners' response over concerns about deliveries to new properties from the Bristol Road with vehicles parking on the main Bristol road. The parish council has been advised unless there was a constructed access, e.g. a footpath, then it would not be possible to enforce the planning conditions and to report any concerns to Police and Highways.

## **NO. 6 AGENDA ITEMS**

**6a** To consider South Gloucestershire Council consultation on its capital and revenue budgets, council tax levels for next year (2018/19), and its overall savings plan with feedback on the budget between **6th November 2017 and 12th January 2018.**

**Noted**

**6b** To consider response to Final Draft of West of England Joint Spatial Plan consultation  
Council considered and approved its response. Clerk to submit.

**6c** To note participation in South Gloucestershire council request for estimate of the number of rough sleepers in South Gloucestershire.

Cllr White confirmed he had responded to South Gloucestershire that no rough sleepers were identified in Cromhall parish.

## **NO 7. CORRESPONDENCE**

**7a.** To note guide to ALCA subscription fees

Council's subscription for NALC and ALCA, based on 2017 electorate of 602 is estimated at £ 143.80.

**Noted**

**7b.** To note temporary prohibition of use of vehicles Cowship Lane from 7<sup>th</sup> February 2018. Road closure for up to 10 days

Concerns were raised about buses no 84/85 as previous closures had disrupted services. Clerk to inform South Gloucestershire Council and pass details to 5 Alive and website.

**7c.** To receive notice of NALC diversity work

**Noted**

**7d.** To receive notification of external auditor appointments for the 2017-18 financial year

PFK Littlejohn has been appointed auditors for this area. An authority with neither income nor expenditure exceeding £25,000 will have the right to certify that it is an exempt authority and in normal circumstances no fee will be payable. If required a limited assurance review will cost £200

**7e.** To note the results of the election of ALCA Regional Committee official

**Noted**

**7f.** To receive newly adopted [South Gloucestershire biodiversity action plan](#) and Cromhall parish plan  
These were noted as very useful.

**7g.** To note Wessex Regional Flood and Coastal Committee (WRFCC) Strategy for 2017 – 2021 and beyond

**Noted**

**7h.** To note newly published annual quality of life report which monitors delivery of the sustainable community strategy.

**Noted**

## CROMHALL PARISH COUNCIL

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**7i.** To receive request for grant from St Peters Hospice

Council resolved to pay £100 grant in accordance with its powers under section 137 and 139 of the Local Government Act 1972 and that this expenditure 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 expenditure involved.

Clerk to notify St Peters of new grant policy and timetable for any future requests.

### NO 8 REPORTS

**8a** To receive report from ward Cllr John O'Neill

None

**8b.** To RECEIVE and NOTE a verbal report from the Clerk

- Budget preparations
- New signs agreed and ordered for school playing fields
- No update from South Gloucestershire council on village gates, clerk to contact Ward Cllr O'Neill for assistance.

**8c.** To RECEIVE report on Townwell play area

Safer surface continues to be monitored, no change to report. No other issues.

### NO. 9. FINANCE

**9a** To resolve that the Council in accordance with its powers under section 137 and 139 of the Local Government Act 1972, should approve the agreed grants

<b>CROMHALL PC GRANT REQUESTS 2017</b>				
<b>Name</b>	<b>Request for</b>	<b>Benefits</b>	<b>Amount requested</b>	<b>Agreed grant</b>
Cromhall Flower show	Marquees.	Anyone attending	£957.97	£300.00
	Table and chairs		£955.84	
PTFA St Andrews school	3 Benches on school playing field	school children and users of playing fields	£750.00	£500.00
<a href="#">T@3</a> -	Hall hire	Cromhall senior citizens who are members	£120.00	
	Outing		£176.00	£176.00
Cromhall Village Hall committee	Heating system	Range of Cromhall community users	£5,000.00	£300.00
Tortworth Forest Centre	Volunteer days @ £450/day. Total £5400	Anecdotal evidence suggests 4/5 locals per event	£5,400.00	£225.00
			<b>£13,359.81</b>	<b>£1,501.00</b>

Resolved that the Council in accordance with its powers under section 137 and 139 of the Local Government Act 1972, should incur the following expenditure 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 expenditure detailed above amounted to £1501.

# CROMHALL PARISH COUNCIL

**9b.** To receive financial update and AGREE and sign cheques.

Bank reconciliation November 2017									
Balance in bank at 1/11/17									£29,996.98
				<b>IN</b>	<b>OUT</b>	<b>TOTAL</b>			
		Expenditure			£1,101.31	£1,101.31			
		Income	£3.25			£3.25			
<b>balance in bank as at 30/11/17</b>									<b>£28,898.92</b>
Items not yet cleared									
		Cromhall Parish Hall and Recreation Trust				£57.00			
		HMRC November (see below)				£22.20			
		Daphne Dunning pay November (see below)				£532.68			
						£611.88			
<b>Actual financial position as at 30/9/17</b>									<b>£28,287.04</b>
<b>Cheques for signing on 9th August 2017</b>									
			<b>Net</b>	<b>Travel</b>	<b>Expenses</b>	<b>VAT</b>	<b>Total</b>		
HMRC	1407	Tax for November	£22.20	£0.00	£0.00	£0.00	£22.20	LGA 1972 s112(2)	
Daphne Dunning	1409	Salary November & expenses	£393.47	£20.52	£104.36	£14.33	£532.68	LGA 1972 s112(2)	
Roland Hobbs	1408	Hawkers Knapp	£17.00	£0.00	£0.00	£0.00	£17.00	LGA 1972 s14 Open Space Act 1906 s9&10	
Cromhall Flower Show & Village Fayre (Cromhall Horticultural Society)	1410	Grant	£300.00	£0.00	£0.00	£0.00	£300.00	LGA s137	
St Andrews school CE VC Primary school PTFA	1411	Grant	£500.00	£0.00	£0.00	£0.00	£500.00	LGA s137	
<a href="#">Tea at 3 Eva Schulkins</a>	1412	Grant	£176.00	£0.00	£0.00	£0.00	£176.00	LGA s137	
Cromhall Village Hall committee	1413	Grant	£300.00	£0.00	£0.00	£0.00	£300.00	LGA s137	
Tortworth Forest Centre Community	1414	Grant	£225.00	£0.00	£0.00	£0.00	£225.00	LGA s137	

## CROMHALL PARISH COUNCIL

Interest Company									
							£0.00		
	<b>TOTAL</b>		£1,933.67	£20.52	£104.36	£14.33	<b>£2,072.88</b>	<b>£2,072.88</b>	

Noted, authorised and approved by council.

Cllrs White and Line signed the cheques except no 1408 signed by Cllrs Line and White

Council resolved to approve that the clerk signs the new Localism charges contract with South Gloucestershire Council for grass cutting and dog bins.

**9c. To consider draft budget and agree any actions**

Budget was considered. Council resolved that a precept of £20,000.00 was required. This is a nil increase.

**9d. Appraisal of clerk.**

Cllrs Line and Jeffery to undertake appraisal.

**9e. To undertake Salary review**

The clerk has received no pay increase since appointment in January 2016. The clerk gained her CiLCA qualification in July 2017.

Council resolved to increase the clerk's salary to pay point SCP 20 effective from 1<sup>st</sup> January 2018.

**No 10. FUTURE AGENDA ITEMS**

None identified

The Council meeting closed at 20.50hrs.

*Date of next meeting:* 10<sup>th</sup> January 2018 at 7.30pm in the Village Hall, Talbots End, Cromhall.

CHAIRMAN:-

10<sup>th</sup> January 2018