

# CROMHALL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 13<sup>TH</sup> NOVEMBER 2019 at 7.30pm IN CROMHALL VILLAGE HALL

**PRESENT:** Cllrs David White (DW), Steve Aston (SA), Mark Daniel (MD) and Mike Line (ML) – chairman  
In attendance: D Dunning (Clerk), Ward Cllr O'Neill and 2 members of public

**11/2019. No 1 APOLOGIES:**

Apologies were received and accepted from Cllr Jeffery

**11/2019. No 2 DECLARATIONS OF INTEREST:** in any items on agenda:

None

**11/2019. No. 3. ADOPTION of the MINUTES:**

Minutes of the meeting on 9<sup>th</sup> October 2019 were accepted as a true record and duly signed by the chair.

**11/2019. No. 4 PUBLIC PARTICIPATION:**

School sign has been knocked over. This was reported to South Gloucestershire Council Ref 1288303. As no action appears to have been taken this will be chased.

Flooding was reported on Cromhall Lane between the bridge and Bishopsgate and up to Mulbury Heath due to blocked water grips. Flooding is also occurring on Priestwood Land towards the sewage works. The council agreed to report these to South Gloucestershire Council.

**11/2019. No. 5. PLANNING.**

None

**11/2019 5b. Planning decisions**

None

**06/2016 5c. Planning enforcement**

South Gloucestershire Council has agreed it is in the public interest to pursue The Orchards enforcement and the matter is referred to the Magistrates Court on 4/12/19.

**11/2019. No. 6 ITEMS FOR ACTION**

**11/2019 6a.** To consider information on water fountains and agree any actions.

Deferred as Cllr Jeffery absent

**11/2019 6b.** To receive notification of anticipated localism charges for 2020/21 and agree and actions

**Noted** and approved. Councillors requested a map of the amenity grass for information.

**11/2019 6c.** Following updated advice from SLCC, to review code of conduct and revised South Gloucestershire council complaints procedure and agree any actions.

**Resolved** to adopt amended code of conduct.

**11/2019 6d.** To review proposed minor works in Cromhall and agree any actions

**Resolved** to approved proposed minor works. Ward Cllr O'Neill will progress this matter on behalf of the council.

**11/2019 6e.** To receive response from South Gloucestershire Council on speeding and progress on the installation of gates and agree any actions

**Resolved** to write to South Gloucestershire Council to express the parish council's deep disappointment at the length of time it is taking to get the village gates installed.

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**11/2019 6f.** To consider information on website accessibility regulations and agree timetable for actions Council agreed to investigate a new stand-alone website which the council would be able to manage. **Resolved** to write to current webmaster for quotation for works required to meet new regulations. **Resolved** to obtain quotations for new website.

**11/2019 6g.** To consider problems with clerk@cromhall emails and agree any actions Difficulties with the email account were noted as was the impact on communications. In line with 6f agreed to consider moving email account if new website approved.

**11/2019 6h.** To consider draft budget proposals and agree any actions Agreed to include a budget of £1000 for a new website and associated licenses. Revised budget will be brought back to council for final approval in December.

**11/2019 6i.** To review play area including new equipment and urgent grass cutting **Resolved** to install a 2-berth swing with safety surface. Agreed to get a further 2 quotes. **Resolved** to approve immediate grass cutting of the play area.

## **11/2019. No 7 ITEMS TO NOTE**

**11/2019 7a.** To note estimate of rough sleepers in Cromhall has been undertaken by Cllr White **Noted.** Information submitted to South Gloucestershire Council.

**11/2019 7b.** To note bulb planting is planned for Sunday 17th November **Noted.** Councillors were invited to assist, start 10am. Council recorded its thanks to Mrs White for initiating this project and organising it.

**11/2019 7c.** To note 2019 grants information has been circulated to community groups and posted to website **Noted.**

**11/2019 7d.** To note tender for grass cutting has been issued to companies expressing an interest and is posted on the website **Noted.**

**11/2019 7e.** To note letter has been issued to Cromhall Chapel requesting the illuminated board is dimmed as previously agreed **Noted.**

## **11/2019 8. REPORTS**

**11/2019. 8a** To RECEIVE Report from Ward Councillor

Purdah at South Gloucestershire Council. Awaiting an update on the JSP. South Gloucestershire Council, Charfield and Falfield Parish Councils have all declared climate emergencies. Transport meeting next week and likely to hear about Junction 14. Charfield station looking more likely following sign-off by Network Rail, potential for the work to start in 3 years.

**11/2019. 8b.** To RECEIVE and NOTE a verbal report from the Clerk

- Notified resident of decision on bulb planting.
- Issued grass cutting to contract to 4 companies, trying to get information on a contractor used by a neighbouring parish.
- Issued grant scheme to local groups and sent to Cromhall Media for publishing on the website.
- Written to Chris Studley at SGC over speeding and received response.

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- Written to Cromhall Chapel regarding illuminated noticeboards.
- Request grass cutting contract is displayed on the website.
- Responded to resident over the concerns around speeding and updated response from SGC.
- Cllr Aston reported School Sign in Church lane has been hit down, Ref 1288303
- Struggled with serious email problems. Working with Cromhall Media to find a solution which may include a new provider.
- From 1<sup>st</sup> January 2020 the village hall fees will be charged in 25-minute lots @ £2.50/25minutes with the first hour £10. Council books 2 hours at present 7-9pm may need to increase bookings by 25 mins (cost £17.50 per booking)
- ALCA has notified its anticipated subscription for 20/21 as £152.26
- Attended SLCC regional conference on 30<sup>th</sup> October

Circulated emails:

Gipsy Patch Lane Traffic Management Update

Absconder

Speeding in Cromhall parish

A432 Badminton Road, Old Sodbury - Resurfacing Works

In Short Nov 2019

ALCA AGM Draft minutes

Doing More Together - Catalogue of Services

Gipsy Patch Lane piling work update

WICKWAR Village Traffic Management Scheme - Invitation to Join

NALC elections survey.

Ash dieback

An invitation to South Gloucestershire Parish Councils to attend the AGM of the West of England Rural Network

**11/2019. 8c** To RECEIVE report on Townwell play area and agree any actions.

No problems to report.

**11/2019. 8d** To RECEIVE report on village maintenance and update on tree planting.

Council received update on possible tree planting in Cromhall.

Council agreed to consider leaving areas for wildflowers on its land. Agreed to liaise with new grass contractor once appointed.

Timber for fencing in the school playing field has been purchased although repairs have been delayed by the weather.

**11/2019. 8e** To RECEIVE any other reports

Cllr Aston reported on the South Gloucestershire climate emergency meeting at Poole Court.

## **11/2019. No 9. FINANCE**

**11/2019 9a** To receive financial update and AGREE and sign cheques.

Bank reconciliation October 2019 as per bank statement							
Balance in bank at 1/10/19							<b>£48,311.44</b>
			<b>IN</b>	<b>OUT</b>	<b>TOTAL</b>		
	Expend. this month	£0.00	£622.56	£622.56			

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			prev month expend.	£0.00	£0.00	£0.00			
			Income	£0.00	£622.56	£622.56			
Balance as at 31/10/19								<b>£47,688.88</b>	
Uncleared cheques									
			1489		£150.00				
			1508	cancelled lost					
			1514	cancelled lost					
			1515		£5.99				
					£155.99		Actual	<b>£47,532.89</b>	
<b>Cheques for signing November 2019</b>									
			<b>Net</b>	<b>Travel</b>	<b>Expense s</b>	<b>VAT</b>	<b>Total</b>		
NALC	1519	Replacement for chqs 1508 & 1514 lost in post	£50.00	£0.00	£0.00	£10.00	£60.00		LGA 1972 s143
ALCA	1520	Good councillor training	<b>£60.00</b>		£0.00	£0.00	£60.00		LGA 1972 s143
Cromhall village hall	1521	CPC2019/03 April to June hall bookings (amended)	<b>£52.50</b>	£0.00	£0.00	£0.00	£52.50		LGA 1972 s134(4)
Cromhall village hall		CPC 2019/04 July & Aug hall bookings (amended)	<b>£30.00</b>	£0.00	£0.00	£0.00	£30.00		LGA 1972 s134(4)
Cromhall village hall		Sept & Oct 19 meetings	<b>£30.00</b>	£0.00	£0.00	£0.00	£30.00	£112.50	LGA 1972 s134(4)
Royal British Legion	1522	wreath donation	<b>£200.00</b>	£0.00	£0.00	£0.00	£200.00		LGA 1792 s137x0
HMRC		tax Nov £29.80 from unallocated	£0.00	£0.00	£0.00	£0.00	£0.00		LGA 1972 s112(2)
Daphne Dunning	1523	Salary Nov & expenses	£423.38	£65.48	£19.22	£2.50	£510.58		LGA 1972 s112(2)

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D White	1526	Bulbs	£49.87	£0.00	£0.00	£9.98	£59.85		Open Spaces Act 1906, ss.9 and 10
S Aston	1525	Wooden rails	£20.07	£0.00	£0.00	£0.00	£20.07		Open Spaces Act 1906, ss.9 and 10
			<b>£915.82</b>	<b>£65.48</b>	<b>£19.22</b>	<b>£22.48</b>	<b>£1,023.00</b>	<b>£1,002.93</b>	
		<b>TOTAL</b>					Actual	<b>£46,529.96</b>	

Reconciliations were approved and cheques signed by Cllrs Line and Aston except no 1526 signed by Cllrs Line and White

**11/2019 9b.** To agree authorised signatories in the current mandate for the account detailed in section 1.3 be changed in accordance with sections authorised signatories

**Resolved** to approve authorised signatories in the current mandate for the account detailed in section 1.3 of the mandate be changed in accordance with sections authorised signatories. Mandate signed by Cllrs Line and White.

### 11/2019. No 10. FUTURE AGENDA ITEMS

None

The Council meeting closed at 20:35hrs.

*Date of next meeting: 11<sup>th</sup> December 2019 at 7.30pm in Cromhall Village Hall*

CHAIRMAN:-

11<sup>th</sup> December 2019