

CROMHALL PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD WEDNESDAY 15TH MAY 2019 at 7.00pm IN CROMHALL VILLAGE HALL

PRESENT: Cllrs David White (DW), Daren Jeffery (DJ), Mike Line (ML) – chair and ward Cllr J O’Neill (7.05pm)
In attendance: D Dunning (Clerk)
3 members of public

Cllr Line welcomed the members of the public.

All councillors present signed their Declarations of Acceptance of Office in the presence of the clerk.

05/2019. No 1 To ELECT a chair and receive Declaration Acceptance of Office

Cllr Mike Line was proposed and seconded by Cllrs White and Jeffery and it was resolved to appoint Cllr Line as Chair. Cllr Line duly signed the Declaration Acceptance of Office.

05/2019. No 2 To ELECT a Vice Chair and receive Declaration Acceptance of Office

Cllr Daren Jeffery was proposed and seconded by Cllrs White and Line and it was resolved to appoint Cllr Jeffery as Vice Chair. Cllr Jeffery duly signed the Declaration Acceptance of Office.

05/2019. No. 3. APOLOGIES:

Apologies were accepted from Cllr S Aston. Council unanimously resolved that as Cllr Aston was not able to attend this first May meeting, Cllr. Aston can sign the Declaration of Acceptance of Office at the next council meeting on 12th June.

05/2019. No. 4 DECLARATIONS OF INTEREST: in any items on agenda:

None

05/2019. No. 5. ADOPTION of the MINUTES:

Minutes of the meeting on 24th April 2019 were accepted as a true record and duly signed by the chair.

05/2019. No. 6 PUBLIC PARTICIPATION:

A question as raised over the nature of plans for the access road leading to The Royal Oak. The council explained the verges are wearing leading to potential Health and Safety concerns. Any repairs would simply address this wear and tear, the access is over a village green. Minor repairs may also be made to the stone wall.

05/2019. No 7 To APPOINT Representative, if appropriate to:

- South Gloucestershire Branch of ALCA – agreed meeting by meeting basis
- Frome and Ladden Valley Environmental Link Group – Cllr Aston
- Town & Parish Council Forum – agreed meeting by meeting basis
- Community Engagement Forum – Cllr Aston
- Quarry Liaison Group – deferred
- Cromhall Poor Allotment Charity – Cllr White

Any other groups required by council – none

05/2019/ 8. PLANNING.

05/2019 8ai. P19/3070/MW Land Opposite Cromhall Quarry Woodend Lane Cromhall South Gloucestershire GL12 8AA. Continued use of land for the storage, screening and processing of topsoil, hardcore, rock, clay, sand, and subsoils under planning permission (PT13/1462/MW).

Noted

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Daphne Dunning

Clerk and RFO Cromhall Parish Council clerk@cromhallpc.org.uk

Contact details: 25 Parkfield Rank Pucklechurch, South Gloucestershire BS16 9NR

CROMHALL PARISH COUNCIL

05/2019 8aii. P19/4578/PNGR Hunters Hall Bristol Road Cromhall Wotton Under Edge South Gloucestershire. Prior notification of a change of use from Agricultural Building to 1 No. residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

Noted

05/2019 8aiii. P19/4826/F Spring Cottage Jubilee Lane Cromhall Wotton Under Edge South Gloucestershire. Erection of single storey side extension to existing outbuilding to facilitate conversion to 1 no. dwelling with associated works.

Noted with concerns over increase in vehicles.

05/2019 8aiv. P19/4855/F 9 Ducie Close Cromhall Wotton Under Edge South Gloucestershire GL12 8BG. Erection of a single storey rear extension to form additional living accommodation and installation of rear dormer to facilitate loft conversion.

Some concerns that site plan and drawings do not appear to match. This may be a shared ownership property and council requested this was raised to check if development is allowed.

05/2019. 9. ITEMS FOR ACTION

05/2019. 9a To CONFIRM Standing Orders

- **Resolved** to accept and adopt standing orders

05/2019. 9b To CONFIRM Financial Regulations

Resolved to accept and adopt Financial Regulations

05/2019. 9c. To REVIEW Code of Conduct

Resolved to accept and adopt code of conduct

05/2019. 9d. To APPROVE and sign Risk Assessment

Resolved to accept risk assessment which was duly signed by the chair

05/2019. 9e. To APPROVE and sign annual governance statement 2018/19

Council considered and responded in the positive to each governance statement.

Resolved to complete, approve and sign annual governance statement 2018/19

05/2019. 9f. To receive notification of internal audit AND APPROVE and sign Annual Accounting Statement 2018/19

Internal Audit report was duly considered.

Resolved to approve internal audit report and approve and sign Annual Accounting Statement 2018/19.

05/2019. 9g. To APPROVE and sign certificate of exemption 2018/19

Resolved to approve and sign certificate of exemption

It was noted that the notice of public rights will run from Monday 17 June 2019 to Friday 26 July 2019

05/2019. 9h. To consider purchase of litter picking equipment and agree any actions

Deferred to next meeting to consider additional litter picking event.

05/2019. 9i. To consider Co-optioin of new councillors

Two members of the public present were willing to be co-opted to the council.

Resolved to co-opt M Daniel who duly completed the Declarations of Acceptance of Office. An eligibility check will be required for the other candidate.

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05/2019. 9j. To review proposal that 'Dogs will be permitted on to the School Playing Field for the Fete & Fun run, Sat 8th June 2019 and The Flower Show on Sat 7th Sept 2019 by Permission of Cromhall Parish Council. Only on a lead'

Deferred

05/2019. No 10 ITEMS TO NOTE

05/2019. 10a To note update on grass cutting at The Burltons.

Noted

05/2019. 10b. To note letter of thanks for grant from St Andrews School PTFA

Noted

05/2019. 10c To note that issues over highways land at The Green has been reported

Noted

05/2019. No. 11. REPORTS

05/2019. 11a To RECEIVE Report from District Councillor

Ward Cllr John O'Neill was congratulated on his election.

South Gloucestershire Council Annual general meeting is on 22nd May when new leader appointed. Dave Perry is the new Chief Executive.

Bristol Road (Charfield side) speed reductions will come into force from 24th June.

Ward Cllr O'Neill to check ownership of road to Royal Oak.

05/2019. 11b. To RECEIVE and NOTE a verbal report from the Clerk

- Responded to Charfield planning application
- Registered Cromhall parish council for JSP review
- Responded to ward Cllr O'Neill regarding land at The Green
- Updated website
- Received letter from grass contractor confirming play area re-cut
- Responded to SGC over sewer works
- Liaised with SGC over Burltons open areas
- Sorted out new councillors' paperwork
- Undertook internal audit

Circulated emails:

Land at the Burltons

Wildflowers, insects, allotments and road verges

Absconder – Leyhill

Notice of Intent - Temporary Traffic Order - Rectory Lane, Cromhall - Temporary Road Closure

05/2019. 11c To RECEIVE report on Townwell play area

Playground report was considered, and minor recommendations noted.

05/2019. 11d To RECEIVE any other reports.

None

05/2019. No 12. FINANCE

05/2019 12a To receive bank reconciliation

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GROMHALL PARISH COUNCIL

Bank reconciliation April 2019										
Balance in bank at 1/04/19									£34,677.56	
				IN	OUT	TOTAL				
			expendi ture this month		£1,650.11	£1,650.11				
			prev month expendi ture							
			Income	£10,533.00		£10,533.00				
				£10,533.00	£1,650.11	£12,183.11				
Balance as at 30/04/19									£43,560.45	
Cheques not cleared										
			1488			£423.61				
						£423.61				
							Actual	£43,136.84		
Cheques for signing May 2019										
			Net	Travel	Expenses	VAT	Total			
TRACCS South West Limited		Grass cutting April	£125.00			£25.00	£150.00		Highways Act 1980 s96	
Cromhall Media		Website hosting	£200.00				£200.00		LGA 1972 s111	
John Hicks		Playground inspections	£51.30			£10.26	£61.56		LG(MP)A 1976 s19(3)	
HMRC		tax April	£34.00		£0.00	£0.00	£34.00		LGA 1972 s112(2)	
Daphne Dunning		Salary April & expenses	£440.76	£45.13	£167.88	£11.66	£665.43		LGA 1972 s112(2)	
			£474.76		£167.88	£11.66	£699.43	£1,110.99		
			TOTAL					£0.00		
								Actual	£42,025.85	

05/2019 12b To AGREE and sign cheques

Accounts authorised and approved by council. Cllrs Line and White signed the cheques.

05/2019. No 12. FUTURE AGENDA ITEMS

None

The Council meeting closed at 20.15hrs.

Date of next meeting: 12th June 2019 at 7.30pm in Cromhall Village Hall

CHAIRMAN:-



12th June 2019

Daphne Dunning

Clerk and RFO Cromhall Parish Council clerk@cromhallpc.org.uk

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