

# CROMHALL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 8<sup>TH</sup> JANUARY 2020 at 7.30pm IN CROMHALL VILLAGE HALL

**PRESENT:** Cllrs David White (DW), Daren Jeffery (DW), Steve Aston (SA), Mark Daniel (MD) and Mike Line (ML) – chairman.

In attendance: D Dunning (Clerk) and Ward Cllr O'Neill.

### **01/2020. No 1 APOLOGIES:**

**None.**

### **01/2020. No 2 DECLARATIONS OF INTEREST:** in any items on agenda:

Cllr Daniel declared an interest in item 9b, member of village hall committee.

### **01/2020. No. 3. ADOPTION of the MINUTES:**

Minutes of the meeting on 13<sup>th</sup> November 2019 were accepted as a true record and duly signed by the chair.

### **01/2020. No. 4 PUBLIC PARTICIPATION:**

**None.**

### **01/2020. No. 5. PLANNING.**

5ai) P19/17699/PNH Gwynys Tortworth Road Cromhall. Erection of single storey rear extension which would extend beyond the rear wall of the original dwelling-house by 3.5m for which the maximum height would be 2.5m and for which the height of the eaves would be 4m.

**Noted**, no comments.

5aii) To note following circulation to details to all councillors, those responding did not object and no comment submitted for P19/18510/F Land at Bibstone Farm Tortworth Road Cromhall. Erection of 2no agricultural buildings and creation of access track.

**Noted** no comments.

5aiii) P20/00283/RVC Jacks Cottage Hunters Hall Bristol Road Cromhall Wotton Under Edge South Gloucestershire GL12 8BA. Removal of condition no. 2 attached to PT04/1573/F to allow use as independent dwelling. (Residential) Conversion of Existing Barn to form Guest Accommodation (Resubmission of PT04/0418/F).

**Noted** no comments.

### **01/2020 5b. Planning decisions**

5bi) P19/10412/F Hunters Hall Bristol Road Cromhall Wotton Under Edge South Glos. Conversion of former dairy to 1no. residential dwelling (Class C3) with associated works. Approved with conditions.

**Noted.**

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

To receive update on COM/17/0109/BOC - The Orchards Bristol Road Cromhall.

**Noted.**

### **01/2020. No. 6 ITEMS FOR ACTION**

**01/2020 6a.** To consider and approve revised draft budget and approve precept for 2020/21.

**Resolved** to approve budget and set precept at £21,500.00. This equates to £68.25 for a band D property which is an increase of 1.72% or £1.15 per year.

**01/2020 6b.** To consider NALC Consultation: Strengthening police powers to tackle unauthorised encampments and agree any actions.

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**Resolved** to appoint Cllr Jeffery to prepare a response on behalf of the council for submission by the clerk.

**01/2020 6c.** To receive report on website, consider quotations received and agree next actions  
The clerk's report was noted. **Resolved** to accept quotation and commission Town and Parish Council Websites to develop a new website for Cromhall parish council. Further agreed to transfer [clerk@cromhallpc.org.uk](mailto:clerk@cromhallpc.org.uk) email to the new provider or if this is not possible, to arrange a new hosted email.

## **01/2020. No 7 ITEMS TO NOTE**

**01/2020 7a.** To note works undertaken on local footpaths.

**Noted.**

**01/2020 7b.** To note South Gloucestershire Councils chair's community awards and agree any actions.

**Noted.**

**01/2020 7c.** To note Community Engagement Forum Boundary Amendments.

**Noted.**

## **01/2020 8. REPORTS**

**01/2020. 8a** To RECEIVE Report from Ward Councillor

- Period of purdah during the General Election slowed activities.
- There remains uncertainty around the Joint Spatial Plan (JSP) following the Inspectors' conclusions. North Somerset council is understood to be withdrawing, whilst Bath & North East Somerset, Bristol and South Gloucestershire councils are still to make decisions on the future of the JSP. However, it is anticipated that potential developments in Charfield and Buckover will continue. The Charfield railway station is anticipated for 2024.
- The planning application by Allotment Row has been amended to two houses. The parish council remains concerned over vehicular access onto the Bristol Road, which was previously identified as too dangerous for suitability for a pedestrian crossing.
- Cllr O'Neill to chase latest news on the delayed installation of the 40 mph speed restrictions at Charfield end of Cromhall.

**01/2020. 8b.** To RECEIVE and NOTE a verbal report from the Clerk

- Chased South Gloucestershire (SGC) over reported damaged school sign. Actioned by SGC Minutes 11/2019. No 4. Refer.
- Reported flooding on Cromhall Lane between the bridge and Bishopsgate and up to Mulbury Heath due to blocked water grips and Priestwood Land towards the sewage works. Minutes 11/2019. No 4 refer.
- Arranged for revised code of conduct to be uploaded to the website. Minutes 11/2019 6c refer.
- Updated budget as requested. Minutes 11/2019 6h refer.
- Arranged publicity over December's cancelled meeting.
- Received and prepared tenders for evaluation.
- Attended SLCC Branch Meeting on 5th December.
- Arranged grass cutting of play area.
- Informed Community Engagement Officer of meeting dates as requested.
- Responded to request from Tormarton Parish Council.
- Liaised with website provider, minutes 11/2019 6f refer.
- Researched website providers, prepared brief and requested quotations. Minutes 11/2019 6f refer.
- Photographed site and sent with request to two further companies to quote for double swing at the play area. Minutes 11/2019 6i. refer.
- Arranged for Ryan Brown to attend March meeting to present information on LED Replacements.

01/2020 minutes

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Daphne Dunning

Clerk and RFO Cromhall Parish Council [clerk@cromhallpc.org.uk](mailto:clerk@cromhallpc.org.uk)

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

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- Circulated consultation letter for P19/18510/F Land at Bibstone Farm Tortworth Road Cromhall.
- Arranged contractual payments for December.
- Notified applicants of the delay in evaluating the tenders.
- Following email from a resident, wrote to SGC planning re changes to P19/09056/F Land Adjacent to New Cottages Cromhall which is amended to 2 No. dwellings with access parking and associated works. Circulated to councillors.
- Sent expression of interest to ALCA who is working with the Centre for Sustainable Energy with a view to running a Parish Councils Climate Emergency Action Day. Councillors are welcomed.
- Wrote to South Gloucestershire council over gates, minutes 11/2019 6e refer. Received response confirming it is anticipated work will start the week commencing 24<sup>th</sup> February 2020. ↗

Circulated emails:

Neighbourhood Planning and Community Health and Well Being  
 Councillor Safety  
 NALC's Smaller Councils Committee - voting is open  
 Tortworth Parish Meeting Agenda - 3rd December 2019  
 Bristol Airport - Airspace Change Design Principle Summary  
 Wotton Road, Charfield to Kingswood (806453) UPDATE  
 CEF Minutes - Charfield, Cromhall, Tortworth, Rangeworthy, Wickwar, Cotswold Edge  
 Consultation on the Olympus Academy Trust Admissions Policy 2021  
 Four Towns Winter Newsletter  
 Dialogue, a part of the Care Forum December Ebulletin  
 Community Engagement Forum Boundary Amendments  
 Another email scam to be aware of...  
 January 2020 Health bulletin.

**01/2020. 8c** To RECEIVE report on Townwell play area and agree any actions.  
 Cllr Line to send safety checks to clerk.

**01/2020. 8d** To RECEIVE report on village maintenance.  
 No work due to the poor weather. It was noted that the playing field fencing will require additional work and the iron railings at The Green will need painting this year.

**01/2020. 8e** To RECEIVE any other reports.  
 None.

**01/2020. No 9. FINANCE**

**01/2020 9a** To receive financial update and AGREE and sign cheques.

To note contractual payments made in December signed by Cllrs White and Aston

Bank reconciliation November 2019							
Balance in bank at 1/11/19							£47,688.88
			IN	OUT	TOTAL		
		expend this month	£0.00	£910.50	£910.50		
		prev month expend	£0.00	£0.00	£0.00		
		Income					
			£0.00	£910.50	£910.50		

## CROMHALL PARISH COUNCIL

Balance as at 29/11/19								<b>£46,778.38</b>
Uncleared cheques								
			1489		£150.00			
			1515		£5.99			
			1521		£112.50			
					£155.99	Actual	<b>£46,622.39</b>	
<b>Cheques for signing December 2019</b>								
			<b>Net</b>	<b>Travel</b>	<b>Expenses</b>	<b>VAT</b>	<b>Total</b>	
klh landscaping	1527	play area grass	£55.00	£0.00	£0.00	£0.00	£55.00	Open Spaces Act 1906, ss.9 and 10
South Gos Council	1528	election expenses	£175.00	£0.00	£0.00	£0.00	£175.00	LGA 1972 s111
South Gos Council	1529	Localism charges OCT - Dec 19	£156.36	£0.00	£0.00	£31.27	£187.63	highways act 1980 s96
HMRC	1530	Dec	£34.00	£0.00	£0.00	£0.00	£34.00	LGA 1972 s112(2)
Daphne Dunning	1531	Salary Dec & expenses	£440.76	£47.03	£6.75	£0.00	£494.54	LGA 1972 s112(2)
Daphne Dunning	1532	Part payment of office chair	£14.28	£0.00	£0.00	£2.86	£17.14	LGA 1972 S111
Cromhall village hall	1533	hall rental Nov & Dec	£30.00	£0.00	£0.00	£0.00	£30.00	LGA 1972 s134(4)
			<b>£905.40</b>	<b>£47.03</b>	<b>£6.75</b>	<b>£34.13</b>	<b>£946.17</b>	<b>£946.17</b>
		<b>TOTAL</b>					Actual	<b>£45,676.22</b>

### Noted

### Payments for January

<b>Bank reconciliation December 2019</b>								
Balance in bank at 29/11/19								<b>£46,778.38</b>
				<b>IN</b>	<b>OUT</b>	<b>TOTAL</b>		
		Expend this month	£0.00	£624.18	£624.18			
		prev month expend	£0.00	£0.00	£0.00			
		Income						
			£0.00	£624.18	£624.18			

## CROMHALL PARISH COUNCIL

Balance as at 20/12/19							<b>£46,154.20</b>	
Uncleared cheques								
			1489		£150.00			
			1515		£5.99			
			1527		£55.00			
			1528		£187.63			
			1529		£175.00			
			1530		£34.00			
			1533		£30.00			
					£637.62	Actual	<b>£45,516.58</b>	
<b>Cheques for signing January 2020</b>								
			<b>Net</b>	<b>Travel</b>	<b>Expenses</b>	<b>VAT</b>	<b>Total</b>	
D Dunning	Wages January	1534	£457.94	£23.85	£6.75	£0.00	£488.54	LGA 1972 s112(2)
HMRC	Tax Jan 20	1535	£38.40	£0.00	£0.00	£0.00	£38.40	LGA 1972 s112(2)
								LGA 1972 S111
			<b>£496.34</b>	<b>£23.85</b>	<b>£6.75</b>	<b>£0.00</b>	<b>£526.94</b>	<b>£526.94</b>
	<b>TOTAL</b>						Actual	<b>£44,989.64</b>

Reconciliations and payments were approved with cheques signed by Cllrs Line and White

Q3 account figures were reviewed and noted.

**01/2020 9b.** To consider grant applications and agree the award of any grants for 2019/20

Cllr Daniel took no part in the consideration of the grant for the village hall.

**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 below amounting to £1600.00.

Name	Request for	Amount approved
St Andrews PTFA	Contribute to training on learn pads	£400.00
Cromhall Horticultural Society	Hire of marquee for Flower show	£250.00
Benefice Newsletter (5Alive)	Contribute to hard copy 5Alive to all households	£300.00
T@3	Hall hire and outings	£150.00
Village Hall	Improved access to disabled toilets.	£500.00
		<b>£1600.00</b>

**01/2020 9c.** Pursuant to 1 (2) of the Public Bodies (Admission to Meeting Act 1960, agree to resolve that, because of the confidential nature of the business to be transacted, the Public and Press leave the meeting.

No public or press were present.

## CROMHALL PARISH COUNCIL

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To evaluate applications for the grass cutting tender and appoint contractor.  
After careful evaluation of tenders, it was unanimously **resolved** to award the contract to South Gloucestershire Council.

### **01/2020. No 10. FUTURE AGENDA ITEMS**

Driveway across Bibstone village green.

The Council meeting closed at 21:00hrs.

*Date of next meeting:* **12<sup>th</sup> February 2020 at 7.30pm in Cromhall Village Hall**

CHAIRMAN:-

8<sup>th</sup> January 2020

APPROVED MINUTES - SIGNED COPY HELD BY THE CLERK