



## **CROMHALL PARISH COUNCIL**

### **MINUTES OF THE PARISH COUNCIL VIRTUAL MEETING HELD WEDNESDAY 12<sup>TH</sup> AUGUST 2020 at 7.30pm VIA ZOOM**

#### **PRESENT:**

Cllrs David White (DW), Steve Aston (SA), Mark Daniel (MD), Daren Jeffrey (DJ) and Mike Line (ML) chair.

**In attendance:** D Dunning (Clerk), Ward Cllr O'Neill (7.36pm) and Paul Daly.

#### **PUBLIC PARTICIPATION**

None

#### **08/2020. No 1 APOLOGIES.**

None

#### **08/2020. No 2 DECLARATIONS OF INTEREST.**

In any items on agenda

None

#### **08/2020. No. 3. ADOPTION of the MINUTES.**

Minutes of the meeting on 8<sup>th</sup> July 2020 were accepted as a true record and duly signed by the chair.

#### **08/2020. No. 4. To RECEIVE Report from Ward Councillor**

As a result of the thunderstorm, Ward Cllr O'Neill encountered technical issues and his connection was lost.

#### **08/2020. No. 5. PLANNING**

##### **08/2020 5a. To note P19/2452/O Land South of Charfield Wotton Under Edge – adjacent parish.**

Mixed use development of up to 525 residential units (Use Class C3, including affordable homes and Use Class C2/C3 housing suitable for the elderly) with provision of a reserve site for a new 3FE primary school with playing fields (Use Class D1); Up to 1ha of land for a neighbourhood centre, comprising 0.7ha with provision for 1,800 sq.m of commercial floorspace (up to 500 sq. m A1, 500 sq. m A1/A2/A3/A5/B1 and 800 sq. m D1 community uses) and up to 0.3 ha additional employment provision. Provision of green infrastructure including: 3 playing pitches (1 no. senior pitch and 2no. junior pitches), open space, parks, natural and semi natural green space, amenity green spaces, allotments and facilities for children and young people. Preparatory works; provision of associated infrastructure including footpaths/cycleways and vehicular accesses; and associated engineering and landscaping works including SUDs. Outline application including access with all other matters reserved.

**Resolved** to reconfirm objection and that all previously submitted objections still apply to the application.

##### **08/2020 5ai. P20/09627/TRE Walnut Tree House Townwell Cromhall South Gloucestershire GL12 8AQ**

To note the majority of councillors responded no objection to crown reduction if the work is undertaken by a specialist and will defer to the tree officer.

It was **noted** that this application has now been approved with conditions.



## **CROMHALL PARISH COUNCIL**

### **08/2020 5aii. P20/12327/CLE Certificate of Lawfulness Sycamore Farm Stidcot Lane Tytherington South Gloucestershire GL12 8QD**

The Certificate is sought on the grounds that the existing operation was substantially completed more than four years before the date of the application. Where a Certificate is issued by the Planning Authority, the uses defined become "immune" from enforcement action.  
**Noted**

### **No. 6 ITEMS FOR ACTION**

**08/2020 6a** To review the completed application for the Local Council Awards Scheme and

**08/2020 6ai** Approve model disciplinary and grievance policies.

**Resolved** to approve policies.

**08/2020 6aii** Approve the inclusion of the action plan to the 2020/21 business plan.

**Resolved** to include action plan in the 20/21 business plan.

**08/2020 6aiii** Review and approve the updated asset register.

**Resolved** to approve asset register.

**608/2020 6aiv** Approve submission of the application for assessment and accreditation.

**Resolved** to submit the local councils award scheme foundation level application

**08/2020 6b.** To receive update on plans for repairing the driveway across the village green at Bibstone.

Purpose to realign kerb, repair tarmac and restore grass to improve the village green.

**Resolved** to repair driveway in line with plans. A local specialist company to be approached for a quotation.

**08/2020 6c.** To review the tree survey report and approve any actions and a programme of work.

**Resolved** to draw up a programme of works for approval.

**08/2020 6d** School playing fields.

**08/2020 6di)** To consider suggestion for a living willow arbour and agree approach to Tortworth Estate for consideration.

**Resolved** that the council has no objections in principle to the idea of a living arbour. If the school wishes to progress Mr Manning's idea, it should approach Tortworth Estate directly. Clerk to notify St Andrews Primary of decision.

**08/2020 6dii)** To review state of fencing and agree repair plan.

**Resolved** to obtain quotations for replacing/repairing damaged fencing.

Post meeting: Section 2k of tenancy agreement confirms Cromhall parish council is responsible for all marked hedges, gates and boundaries.

**08/2020 6e** To consider co-option of new councillor

A proposal to co-opt Paul Daly to the council by Cllrs Aston and Jeffery was unanimously approved. Paul Daly signed his acceptance of office in view of the council and clerk and was duly welcomed and co-opted to the council.

### **08/2020. No 7 ITEMS TO NOTE**

**08/2020 7a** To note bus shelter checks requested from M J Llewelyn building services.

It was **noted** that minor repairs have been undertaken to the bus shelter.



## CROMHALL PARISH COUNCIL

**08/2020 7b To note** South Gloucestershire Council Thornbury High Street Experimental Traffic Order and public consultation

South Gloucestershire Council will be continuing the pedestrianisation of Thornbury High Street using an Experimental Traffic Regulation Order (ETRO), including a six-month public consultation on whether these or other changes should be made permanent. This consultation will be open until 31 January 2021

**Noted.**

**08/2020 7c To note** South Gloucestershire Council public consultation on Floating Support Service.

South Gloucestershire Council is consulting on whether to bring its Floating Support Service in-house. The consultation is open from Tuesday 21 July 2020 until **Sunday 11 October 2020.**

**Noted.**

**08/2020 7d To note** Call for Sites (July 2020) and consultation on additional planning documents

The 'Call for Sites' and additional planning documents consultation run until Tuesday 20 October 2020. *It must also be emphasised that just because a site has been put forward by a person or organisation who considers it may have potential to be allocated. The inclusion of a site does not mean the site will be allocated or provide any indication of the outcome of the HELAA process or any subsequent planning application.* Further information about the call for sites including frequently asked questions can be viewed online at [www.southglos.gov.uk/CallForSites2020](http://www.southglos.gov.uk/CallForSites2020).

### Statement of Community Involvement (SCI) 2020

requirements of the planning regulations. Further details can be found at [www.southglos.gov.uk/SCI2020](http://www.southglos.gov.uk/SCI2020).

### Householder Extensions Supplementary Planning Document (SPD) and Barn Conversions Supplementary Planning Document (SPD)

These two SPDs amplify the objectives of our existing Local Plan policy by providing detailed guidance on the design standards required for these types of development. The Householder Extension SPD also seeks to explain how the impact of any householder extension on neighbouring properties can be assessed along with guidance on renewable energy sources and improving energy performance.

Further details of these SPDs can be found at [www.southglos.gov.uk/HouseholderSPD](http://www.southglos.gov.uk/HouseholderSPD) & [www.southglos.gov.uk/BarnConversionSPD](http://www.southglos.gov.uk/BarnConversionSPD).

### Community Infrastructure Levy (CIL) Supplementary Planning Document (SPD)

The amendments to The Community Infrastructure Levy (CIL) Regulations, made in September 2019, included a number of changes to the way CIL and Section 106 (s106) funding could be used. This has resulted in the need to update our guidance on CIL and S106. Further details can be found at [www.southglos.gov.uk/CILSPD2020](http://www.southglos.gov.uk/CILSPD2020).

**All documents were noted.**

**08/2020 7e To note** email regarding speeding.

Council **noted** responses to two complaints which fully explained the council's position on speeding. Agree clerk to write to Ward Cllr O'Neill to raise concerns.

**08/2020 7f To note** request for funding from SARA (the Severn Area Rescue Association) Agreed to inform applicant of the grant process.



## CROMHALL PARISH COUNCIL

### 08/2020 8. REPORTS

**08/2020 8a** To receive and note report from the Clerk.

Items in addition to those cover on the agenda:

- Prepared LCAS application.
- Reminded councillors of circulated ALCA Planning training.
- Attended SG clerk's forum meeting.
- Need article for 5Alive Cllr Line to action.
- Confirmed trees by the highway on Bibstone Green are the parish council's responsibility.
- Preparing programme of repairs at the playground for approval.
- Village hall has confirmed it is reopening from 7th August. Following COVID guidance, the following applies for maximum hall capacity
  - 15 people standing Or
  - 10 people with 6 large tables or
  - 8 people on fitness mats

**Resolved** in line with recommended advice from NALC/ALCC, 'remote' meeting will continue.

**08/2020 8b.** To receive any other reports including playgrounds.  
Cllrs Aston and Line are sourcing spare parts and repairing seating.

**08/2020 8c.** To approve payments for August and receive monthly accounts and bank reconciliation.

*Table 1 Reconciliations for July 2020*

Bank reconciliation July 2020									
Balance in bank at 01/07/20									<b>£48,296.47</b>
				<b>IN</b>	<b>OUT</b>	<b>TOTAL</b>			
			expendit ure this month		£1,266.14	£1,266.14			
			prev month expendit ure			£0.00			
			Income			£0.00			
				£0.00	£1,266.14	£1,266.14			
Balance as at 31/07/2020									<b>£47,030.33</b>
Uncleared cheques			1547		£60.00				
			1563		£501.45				
			1565		£50.00				
			1566		£256.52				
					£867.97		Actual		<b>£46,162.36</b>

*Print screen accounts July 2020*



## CROMHALL PARISH COUNCIL

	Bank as at end of April 2020		Bank as at end of May 2020		Bank as at end of June 2020		Bank as at end of July 2020
bbf	£42,394.86		£55,994.11		£54,670.96	bf	£48,296.47
cleared cheques 19/20	£1,139.74		£1,323.15				
cleared chqs	£153.77	cleared cheqs	£0.00	cleared chqs	£6,868.21	cleared cheques	£1,266.14
sub total	£41,101.35	sub total	£54,670.96	sub total	£47,802.75	sub total	£47,030.33
income	£14,892.76	Income	£0.00	income	£493.72	income	0
sub total	£55,994.11	sub total	£54,670.96	sub total	£48,296.47	sub total	£47,030.33
uncleared chq	£1,800.87	uncleared chq	£6,928.21	uncleared chq	£696.14		867.97
total	£54,193.24	total	£47,742.75	total	£47,600.33	total	£46,162.36

*Print screen July 2020 bank statement*

NatWest		Current Account			
Date	Details	Withdrawn	Paid in	Balance	
1 Jul 2020	BROUGHT FORWARD			48,296.47	
15 Jul	Cheque 001561	41.20		48,255.27	
17 Jul	Cheque 001562	594.94		47,660.33	
31 Jul	Cheque 001564	630.00		47,030.33	

**Resolved** to confirm reconciliation noted and accepted.

*Table 2 Cheques for signing August 2020*

Cheques for signing August 2020			Net	Travel	Expenses	VAT	Total		
Daphne Dunning		Salary Aug 20 & expenses	£434.97	£11.93	£6.75	£0.00	£453.65		LGA 1972 s112(2)
HMRC		Tax Aug 20	£32.60	£0.00	£0.00	£0.00	£32.60		LGA 1972 s112(2)
PSS Ltd /Gordon Playground Inspections		Annual play inspections	£60.00	£0.00	£0.00	£12.00	£72.00		Open Space Act 1906 s9&10
South Glos Council		grass cutting contract July	£213.77	£0.00	£0.00	£42.75	£256.52		Open Space Act 1906 s9&10
			£741.34	£11.93	£6.75	£54.75	£814.77	£814.77	
						<b>TOTAL</b>	Actual	<b>£45,347.59</b>	



## **CROMHALL PARISH COUNCIL**

**Resolved** to approve all payments. Cheques will be signed by Cllrs Aston and White.

### **08/2020. No 9 FUTURE AGENDA ITEMS**

Programme of works for trees

Programme of works for play area

The Council meeting closed at 20:28hrs.

*Date of next virtual meeting:* **9<sup>th</sup> September 2020**

CHAIRMAN:-

9<sup>th</sup> September 2020

APPROVED MINUTES SIGNED VERSION HELD BY CLERK