



CROMHALL PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL VIRTUAL MEETING HELD WEDNESDAY
14th OCTOBER 2020 at 19:30 VIA ZOOM

PRESENT:

Cllrs David White (DW), Mark Daniel (MD), Steve Aston (SA) (19:49) and Mike Line (ML) chair.

In attendance: D Dunning (Clerk)

PUBLIC PARTICIPATION

None

10/2020. No 1 APOLOGIES.

Apologies were accepted from Cllr Jeffery and Ward Cllr O'Neill (SGC meeting). Cllr Daly was absent

10/2020. No 2 DECLARATIONS OF INTEREST.

In any items on agenda

None

10/2020. No. 3. ADOPTION of the MINUTES.

Minutes of the meeting on 9th September were accepted as a true record and duly signed by the chair.

10/2020. No. 4. To RECEIVE Report from Ward Councillor

None

10/2020. No. 5. PLANNING

10/2020 5a. P20/18182/F Cromhall Court Farm Church Lane Cromhall South Gloucestershire GL12 8AL

Conversion of existing agricultural barn to 1no. dwelling house (class C3) and erection of side extension and front porch with parking and associated works. (amendment to previously approved scheme P19/1534/F).

No comments.

10/2020 5ai) P20/16114/MW Wickwar Quarry The Downs Wickwar

Extraction of limestone with progressive restoration to lake.

No comments.

10/2020 5b Planning decisions

10/2020 5bi) P20/10895/F The Coppins Rectory Lane Cromhall

Erection of a detached two storey outbuilding to form a garage/store. Approved with conditions.

Noted

10/2020 No. 6 ITEMS FOR ACTION

10/2020 6a To receive update regarding the driveway across the village green at Bibstone and agree any actions.

As requested, a further four companies were approached for quotations, but none were forthcoming.

After reviewing further information from the initial contractor, **resolved** to appoint Wotton Tarpaving subject to site meeting to finalise curbing.



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10/2020 6b To consider implications following the placement of the new memorial bench in the school playing fields and agree any actions, deferred from last meeting.
Resolved that Cllr Aston speak to the family.

10/2020 6c. To consider response to 'planning for the future' as agreed last meeting
Agreed no comments.

10/2020 6d To consider additional bulb planting throughout the parish and agree any actions.
Agreed to defer to 2021.

10/2020 6e To receive update on Poor's Allotment including potential for allotments and agree any actions.

Charity met on 28th September. Agreed in principle that should the demand for allotments trigger legal requirements, the charity would be willing to discuss possible options. Research suggests post war, some land in Cromhall may have been designated for allotments but this now forms part of South Gloucestershire Council's 'small-holding portfolio.

The 2020 Christmas gift will be £25 and will be paid to approximately 56 eligible residents.

10/2020 6f To review litter picking and agree any actions.

The parish council spring litter pick was cancelled due to coronavirus, and the council was not informed of South Gloucestershire Council's September litter picks. Cllr Aston may litter pick the Charfield end of the Bristol Road this weekend and will propose further dates for councillor litter picking.

10/2020 6g To review grant policy and agreed actions for 2020

Resolved to accept grant policy and open grant application on 1st November.

10/2020. No 7 ITEMS TO NOTE

10/2020 7a To note South Gloucestershire Council's public consultation on Yate Town Improvement Masterplan, which runs until Monday 16th November 2020.
Noted.

10/2020 7b To note Cromhall parish council has achieved foundation level under the Local Council Award Scheme.
Noted.

10/2020 8. REPORTS

10/2020 8a To receive and note report from the Clerk.

- Weekly website updates.
- Reported bus shelter on Tortworth Road Ref:1495802
- Based on advice, it was agreed the parish council would not have a wreath this year but will make its usual contribution.

Resolved in accordance with its powers under section 137 of the Local Government Act 1972 to donate £200 to the Royal British Legion for its poppy appeal.



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10/2020 8b. To receive any other reports including playgrounds.

Playground – no issues.

Programme of works for trees on parish council land - Cllrs Jeffery, White and Aston still to undertake a review as some work can be done in-house as per minutes 09/2020 6b

ALCA AGM - Cllr Daniel one of some 60 attendees. Main issue was voting on a 30% increase in subscriptions which passes 41 to 10.

10/2020 8c. To approve payments for October and receive monthly accounts and bank reconciliation

Bank reconciliation September 2020							
Balance in bank at 01/09/20						£46,187.36	
		IN	OUT	TOTAL			
	expenditure this month		£1,003.73	£1,003.73			
	prev month expenditure		£0.00	£0.00			
	Income	£10,750.00		£10,750.00			
		£10,750.00	£1,003.73	£11,753.73			
Balance as at 30/09/20						£55,933.63	
Uncleared cheques	1547		£60.00				
	1571		£548.01				
	1572		£13.60				
	1573		£256.52				
	1574		£66.00				
	1575		£200.00				
			£1,144.13		Actual	£54,789.50	

Figure 1 bank statement

NatWest		Current Account		
Date	Details	Withdrawn	Paid in	Balance
1 Sep 2020	BROUGHT FORWARD			46,187.36
2 Sep	Cheque 001570	445.48 ✓		45,741.88
3 Sep	Cheque 001567	453.65 ✓		45,288.23
7 Sep	Cheque 001569	72.00 ✓		45,216.23
11 Sep	Cheque 001568	32.60 ✓		45,183.63
30 Sep	Automated Credit SOUTHGLOS-GENERAL 9015627		10,750.00	55,933.63



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Figure 2 Print screen accounts

3	PPC Budget Income Account			Sept
	2020/2021		Budget	Actual
4				
91			cleared cheques 19/20	
92			cleared chqs	£1,003.73
93			sub total	£45,183.63
94			income	£10,750.00
95			sub total	£55,933.63
96			uncleared chq	£1,144.13
97			total	£54,789.50
98			not yet presented from 19/20	
99			Actual	£54,789.50
100				

Resolved to agree reconciliation.

Table 2 Cheques for signing October 2020

Cheques for signing October 2020			Net	Travel	Expenses	VAT	Total	£54,789.50	
Daphne Dunning	1576	Salary Oct 20 & expenses	£478.93	£11.93	£34.95	£0.00	£525.81		LGA 1972 s112(2)
HMRC	1577	Tax Oct 20	£1.20	£0.00	£0.00	£0.00	£1.20		LGA 1972 s112(2)
South Gloucestershire Council 3804484868	1578	grass cutting contract Sept	£213.77	£0.00	£0.00	£42.75	£256.52		Open Space Act 1906 s9&10
Sub total			£693.90	£11.93	£34.95	£42.75	£783.53	£783.53	
In accordance with its powers under section 137 of the Local Government Act 1972, approve the following expenditure on grants 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 £200.00.									
Royal British Legion	1579	Donation for wreath	£200.00	£0.00	£0.00	£0.00	£200.00	£200.00	LGA 1972 s137
Total			£893.90	£11.93	£34.95	£42.75	£983.53	£983.53	
	TOTAL						Actual	£53,805.97	

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

10/2020 8ci To receive Q2 figures and agree any actions

Resolved to approve Q2 figures.



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10/2020. No 9 FUTURE AGENDA ITEMS

Projects

The Council meeting closed at 20:16hrs.

Date of next virtual meeting: 11th November 2020

CHAIRMAN:-

11th November 2020

APPROVED MINUTES SIGNED VERSION HELD BY CLERK



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Appendix 1 Q2

CROMHALL PARISH COUNCIL Q2 2020/21			
BUDGETS	Budget 20/21	Actual as at Q2	% received
RECEIPTS			
PRECEPT	£21,500.00	£21,500.00	100.00%
LCTR support grant	£0.00	£0.00	
INTEREST / Other	£0.00	£0.00	
RENT - Wayleave	£30.00	£0.00	0.00%
RENT - Licence Royal Oak	£100.00	£0.00	0.00%
Grants	£0.00	£0.00	
CIL	£0.00	£4,142.76	
TOTAL RECEIPTS	£21,630.00	£25,642.76	118.55%
VAT from 19/20	£0.00	£493.72	
Transfer from reserves	£7,070.00		
	£28,700.00	£26,136.48	
PAYMENTS NET	Budget 20/21	Actual as at Q1	% spend
CLERK'S SALARY/PAYE(& emergency cover)	£6,000.00	£2,923.94	48.73%
CLERK'S EXPENSES	£350.00	£59.65	17.04%
HOME WORKING	£100.00	£40.50	40.50%
OFFICE	£500.00	£114.15	22.83%
ACCOMMODATION (HALL)	£225.00	£0.00	0.00%
NEW OFFICE EQUIPMENT	£500.00	£0.00	0.00%
AUDIT FEES (INT & EXT)	£0.00	£0.00	0.00%
DATA PROTECTION FEES	£0.00	£35.00	0.00%
INSURANCE PREMIUM	£500.00	£490.55	98.11%
TRAINING	£500.00	£85.00	17.00%
SUBSCRIPTIONS*	£275.00	£280.53	102.01%
CHAIRMAN'S ALLOWANCE	£50.00	£0.00	0.00%
WEBSITE	£1,200.00	£0.00	0.00%
ELECTION EXPENSES	£0.00	£0.00	0.00%
TORTWORTH ESTATE RENT	£250.00	£200.00	80.00%
LEGAL FEES lease	£250.00	£0.00	0.00%
GRASS CUTTING (Village)	£3,500.00	£855.08	24.43%
GRASS CUTTING (School Playing Field)	£800.00	£0.00	0.00%
S GLOS COUNCIL BUY BACK COSTS	£600.00	£246.54	41.09%
PLAY AREA ANNUAL INSPECTION	£100.00	£60.00	60.00%
DOG BIN EMPTYING	£200.00	£68.40	34.20%
MAINTENANCE Parish wide	£1,000.00	£525.00	52.50%
Grants under S137	£3,000.00	£800.00	26.67%
Poppy Wreath S137	£200.00	£0.00	0.00%
Grant CAB LGA s142	£100.00	£0.00	0.00%



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Projects			
Hawkers Knapp	£500.00	£0.00	0.00%
Gate Project/maintenance	£500.00	£0.00	0.00%
Playground equipment	£2,500.00	£4,485.00	179.40%
Driveway VG 23 (Bibstone)	£5,000.00	£0.00	0.00%
Sub total	£28,700.00	£11,269.34	39.27%
VAT to be reclaimed		£1,272.76	
	£28,700.00	£12,542.10	43.70%
Transfer to earmarked reserves	0.00	£4,871.00	Need to record CIL in earmarked reserves
Transfer from reserves	7,070.00		
TOTAL RESERVES			
EARMARKED FUNDS			
Election accruals	£2,400.00		
Hawkers Knapp	£1,100.00		
Legal services	£1,000.00		
Playground contingency	£11,500.00		
Wall repairs/village gates	£2,500.00		
CIL		£4,871.03	
Total earmarked reserves	£18,500.00		
NON EARMARKED RESERVES			
Parish Council contingency	£3,500.00		
General	£95.00		
Total non earmarked reserves	£3,595.00		
TOTAL RESERVES	£22,095.00		