



**CROMHALL PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL VIRTUAL MEETING HELD WEDNESDAY**  
**11<sup>th</sup> NOVEMBER 2020 at 19:30 VIA ZOOM**

**PRESENT:**

Cllrs David White (DW), Mark Daniel (MD), D Jeffery (DJ), Steve Aston (SA), Paul Daly (PD) and Mike Line (ML) chair.

**In attendance:** D Dunning (Clerk), Ward Cllr O'Neill and one member of public.

**PUBLIC PARTICIPATION**

None

**11/2020. No 1 APOLOGIES.**

None

**11/2020. No 2 DECLARATIONS OF INTEREST.**

In any items on agenda

**None**

**11/2020. No. 3. ADOPTION of the MINUTES.**

Minutes of the meeting on 14<sup>th</sup> October 2020 were accepted as a true record and duly signed by the chair.

**11/2020. No. 4. To RECEIVE Report from Ward Councillor**

- Despite lockdown, Covid-19 numbers are rising with over 300/100,000 meaning South Gloucestershire is in Tier 2 territory and could be heading towards Tier 3 in December when lockdown ends.
- South Gloucestershire Council (SGC) submitted robust objections to the Planning for the Future consultation.
- Planning extensions have been extended to 1<sup>st</sup> May with large sites apply to apply to work longer hours until 30<sup>th</sup> April.
- Some concerns over changes allowing two additional floors to be added to flats without planning permission. It was noted this also applies to retail which can be demolished and rebuilt with additional two floors
- Proposals for new solar farm in adjacent parish (by JB Motors).
- Not known if 4 sites identified by SGC in the call for sites are in the Cromhall area.
- SGC will at some point arrange an HGV survey.

**11/2020. No. 5. PLANNING**

**11/2020 5a) P20/19840/LB Talebrocke Talbots End Cromhall South Gloucestershire GL12 8AJ**

Internal and external alterations to include the demolition of existing conservatory and erection of replacement single storey rear extension, replacement of \_no. windows, removal of render from front elevation and repointing of stonework. Removal of garage door and installation of doors and glazing

Proposals appear to enhance the property. **Resolved** no objection

**11/2020 5ai) P20/19809/F Talebrocke Talbots End Cromhall South Gloucestershire GL12 8AJ**

Demolition of existing conservatory, erection of single storey rear conservatory. Installation of glazing and doors to garage front elevation to facilitate garage conversion. Removal of render from front elevation.



## **CROMHALL PARISH COUNCIL**

**Resolved** no objection

### **11/2020 5b Planning decisions**

**11/2020 5bi) P20/12327/CLE Sycamore Farm Stidcot Lane Tytherington South Gloucestershire GL12 8QD**

Erection of residential dwelling and associated works. Refused.

**Noted.**

### **11/2020 No. 6 ITEMS FOR ACTION**

#### **11/2020 6a South Gloucestershire Council Annual Council Budget 2021/22 consultation**

South Gloucestershire Council is currently consulting on its budget, council tax levels for next year, and its overall savings plan available from

<https://consultations.southglos.gov.uk/consult.ti/Budget2021/consultationHome>.

Consultation runs until 3rd January 2021.

**Resolved** Cllr Jeffery to respond on behalf of Cromhall parish council

#### **11/2020 6b. To receive notification of a new Community Hub for the Wotton Area and agree any actions.**

It was noted that Cromhall resident benefit. Details have been added to the parish council website and.

#### **11/2020 6c. To receive advice on repairs to see saw and agree any actions.**

It was noted the see saw is made by an American company and is deemed worthy of repair,

**Resolved** to approve repairs at a cost of £576.00 plus VAT.

#### **11/2020 6d. To consider NALC's information on the Committee on Standards in Public Life consultation agree any responses.**

Consultation runs until 4 December 2020

**Resolved** Cllr Aston to respond on behalf of Cromhall parish council

### **11/2020. No 7 ITEMS TO NOTE**

#### **11/2020 7a To note following footpath work completed:**

Fallen tree on OCR/17/10 as ref CAMS16842

Broken step on OCR/14/10 as ref CAMS16843

**Noted**

### **11/2020 8. REPORTS**

#### **11/2020 8a To receive and note report from the Clerk.**

- New style posts on website with lots of updates on Covid-19
- Sent out grant information and updated website
- Cllr White checking rough sleepers on 12<sup>th</sup> November.
- Booked planning training - Cllr Daniel
- Virtual conference attended:
  - Your Inner Power
  - Rob's Reflections
  - Preventing Homelessness is Everyone's Business
  - Website Accessibility (WCAG) – What Is It, What Do You Need To Do (1)
  - Model Code of Conduct for Local Government Members



## CROMHALL PARISH COUNCIL

- A View of the sector in England and Wales, a Chief Executives' Panel
- Neighbourhood Planning – Where to Now?
- Devolution, Localism, and the Future of Local Councils – Q&A Panel
- A Clerk's Life – The Truth
- Crisis Management
- Communications and Coronavirus – The role that town and parish councils can play
- Empowering local communities: engaging citizens in the design of public services – Q&A Panel
- Virtual Leadership: Practical strategies for getting the best out of virtual work and virtual teams
- Medium Council Networking
- Diversity in the Community
- Training on accessible Excel documents
- Attended clerks networking
- Chased village gates – department has backlog and pressures on resources. Reiterated problems with speeding and traffic and concerns there could be serious accidents if not addressed.

### 11/2020 8b. To receive any other reports including playgrounds.

Playground

Cllrs Aston and Line to update programme of repairs.

Village

- The parish council has received correspondence from the family concerned regarding the new memorial bench on the playing fields.
- The revised quotation for the driveway at Bibstone village green for £6612.82 plus VAT was discussed and approved - minutes 10/2020 6a refer.
- Litter pick of roadside Charfield end of village to quarry.
- Some remedial work has been done to trees on Bibstone Green. Cllr Aston to clarify the work he is qualified to undertake. Cllrs Line, Jeffery and Aston to co-ordinate and update programme spreadsheet.

### 11/2020 8c. To approve payments for November and receive monthly accounts and bank reconciliation.

Bank reconciliation October 2020	Details	IN	OUT	TOTAL	£
Balance in bank at 01/10/20					<b>£55,933.63</b>
	expenditure this month	£0.00	£1,926.46	£1,926.46	
	prev month expenditure	£0.00	£0.00	£0.00	
	Income	£0.00		£0.00	
		£0.00	£1,926.46	£1,926.46	
Balance as at 31/10/20					<b>£54,007.17</b>
Uncleared cheques		1577	£1.20		
		1579	£200.00		
			£201.20	Actual	<b>£53,805.97</b>



## CROMHALL PARISH COUNCIL

Figure 1 bank statement

NatWest		Current Account		
Date	Details	Withdrawn	Paid in	Balance
1 Oct 2020	BROUGHT FORWARD			55,933.63
6 Oct	Cheque 001575	200.00 ✓		55,733.63
7 Oct	Cheque 001571	548.01 ✓		55,185.62
9 Oct	Cheque 001572	13.60 ✓		
	Cheque 001573	256.52 ✓		54,915.50
14 Oct	Cheque 001574	66.00 ✓		54,849.50
26 Oct	Cheque 001578	256.52 ✓		54,592.98
28 Oct	Cheque 001547	60.00 ✓		54,532.98
29 Oct	Cheque 001576	525.81 ✓		54,007.17

Figure 2 Print screen accounts

	Bank as at end of October 2020
bf	£55,933.63
cleared chqs	£1,926.46
sub total	£54,007.17
income	£0.00
sub total	54007.17
uncleared chq	£201.20
total	£53,805.97
not yet presente	£0.00
Actual	£53,805.97

**Resolved** to agree reconciliation.

Table 2 Cheques for signing November 2020

Payee	Invoice no	Details	Net	Travel	Expenses	VAT	Total	Bank balance	cheque no	Power
Cheques for signing October 2020										
Daphne Dunning		Salary Nov 20 & expenses	£478.93	£11.93	£55.88	£9.84	£556.58	<b>£54,789.50</b>	1580	LGA 1972 s112(2)
HMRC		Tax Nov 20	£1.20	£0.00	£0.00	£0.00	£1.20		1581	LGA 1972 s112(2)
South Glos Council	3804507606	Localism charges Oct - Dec 20	£157.47	£0.00	£0.00	£31.49	£188.96		1582	Open Space Act 1906 s9&10



# **CROMHALL PARISH COUNCIL**

South Glos Council		grass cutting contract Oct	£213.77	£0.00	£0.00	£42.75	£256.52		1583	Open Space Act 1906 s9&10
Total			<b>£851.37</b>	<b>£11.93</b>	<b>£55.88</b>	<b>£84.08</b>	<b>£1,003.26</b>	<b>£53,786.24</b>		

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

## **11/2020 8ci To consider plans and potential projects as part of preparing the draft budget for 2021/22**

Agreed to include:

- reserves for play area,
- environmental projects including trees.

**Resolved** Councillors to provide further suggestions by end of November for discussion in December.

## **11/2020. No 9 FUTURE AGENDA ITEMS**

The Council meeting closed at 20:15hrs.  
*Date of next virtual meeting: 9<sup>th</sup> December 2020*

CHAIRMAN:-

9<sup>th</sup> December 2020

APPROVED MINUTES SIGNED VERSION HELD BY THE CLERK



## CROMHALL PARISH COUNCIL

### 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	
<b>TOTAL RECEIPTS</b>	<b>£21,630.00</b>	<b>£25,642.76</b>	118.55%
VAT from 19/20	£0.00	£493.72	
Transfer from reserves	£7,070.00		
	<b>£28,700.00</b>	<b>£26,136.48</b>	
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%



## CROMHALL PARISH COUNCIL

<b>Projects</b>			
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%
<b>Sub total</b>	<b>£28,700.00</b>	<b>£11,269.34</b>	<b>39.27%</b>
<b>VAT to be reclaimed</b>		£1,272.76	
	£28,700.00	<b>£12,542.10</b>	<b>43.70%</b>
<b>Transfer to earmarked reserves</b>	<b>0.00</b>	£4,871.00	Need to record CIL in earmarked reserves
<b>Transfer from reserves</b>	<b>7,070.00</b>		
<b>TOTAL RESERVES</b>			
<b>EARMARKED FUNDS</b>			
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	
<b>Total earmarked reserves</b>	<b>£18,500.00</b>		
<b>NON EARMARKED RESERVES</b>			
Parish Council contingency	£3,500.00		
General	£95.00		
<b>Total non earmarked reserves</b>	<b>£3,595.00</b>		
<b>TOTAL RESERVES</b>	<b>£22,095.00</b>		

APPROVED MINUTES SIGNED BY THE CHAIRMAN ON BEHALF OF THE COUNCIL  
 APPROVED BY THE CLERK