**CROMHALL PARISH COUNCIL**

# MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 8TH DECEMBER 2021 at 19:30 CROMHALL VILLAGE HALL

**PRESENT:**
Cllrs Steve Aston (SA), David White (DW), Mark Daniel (MD), and Andy New (AN).
**In attendance:** Ward Cllr O'Neill, Steve Hodson Governor Leyhill Prison, 2 PSCO's and D Dunning (Clerk).

Cllr Aston was elected chair for the meeting.

**PUBLIC PARTICIPATION**
Steve Hodson introduced himself and answered questions on Leyhill prison.

- Absconder notification process operational through Roland Brown at the Tortworth Estate – clerk to contact Roland to ensure St Andrews included. Additional names can be added,
- Concerns over increased traffic noted, planning consultants trying it arrange a meeting.
- Transfers to and from prison primarily come from the motorway junction.
- Increase in prison population set to rise from 515 to 635 but could be slightly higher once existing accommodation blocks are replaced. Staff numbers could rise by circa 40.
- Acknowledge community engagement has been poor but hopes to change this.
- Happy to attend council meetings, bi-monthly was suggested.

Local PCSO report. Small clusters of targeted burglaries in Wotton, Charfield and Rangeworthy taking cash and jewellery. One break-in in Cromhall. Break-ins may be connected and may have links to Gloucestershire.

With darker evenings, unoccupied houses are more obvious and can become targets,, so important to take crime prevention measures. Council to highlight issue to Cromhall community and Police will some provide some crime prevention ideas through the community shop. PCSO's left the meeting.

**12/2021. No 1 APOLOGIES.**
Cllrs Line (ML), Jeffery (DJ) and Daly (PD)

**12/2021. No 2 DECLARATIONS OF INTEREST.**
In any items on agenda. None.

**12/2021. No. 3. ADOPTION of the MINUTES.**
Minutes of 10th November 2021 were accepted as a true record and duly signed by the chair.

**12/2021. No. 4. To RECEIVE Report from Ward Councillor**

- Charfield station consultation ongoing.
- Potential speed reduction ideas have been submitted for investigation. Currently speed cameras remain the only effective deterrent.
- Covid numbers are rising in South Gloucestershire.

**12/2021. No. 5. PLANNING**
**12/2021 5a Planning applications**
**12/2021 5ai) P21/07505/CLP Homeleaze, Cowship Lane Cromhall South Gloucestershire GL12 8AY**
Installation of rear dormer to facilitate loft conversion.
**Noted.**

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Applications received after the agenda issued.

**12/2021 5aii) P21/07740/O Land And Buildings At Ivy Cottage Bristol Road Cromhall South Gloucestershire GL12 8AR**
Erection of single storey extension to incidental outbuilding and other associated works to facilitate conversion into 1 no. new dwelling (Outline) with access, landscaping, and layout to be determined, all other matters reserved.
Any comments to be submitted to the clerk by Monday

**12/2021 5b Planning decisions. All noted.**

**12/2021 *5bi* P20/24180/F Newlands Farm West End Wickwar South Gloucestershire GL12 8LD (Adjacent parish)**
Installation of a 49.99mw solar farm and associated infrastructure including substation, transformer stations, internal access road, perimeter security fence and access gates and internal access tracks.
Approved with Conditions.

**12/2021 5c Planning enforcement and other matters. All noted.**

**12/2021 5ci P20/24180/F Newlands Farm West End Wickwar South Gloucestershire GL12 8LD (Adjacent parish)**
Notification that the planning application was considered by the Development Management Committee on 25th November 2021.

**12/2021 No. 6 ITEMS FOR ACTION**

**12/2021 6a To approved grant scheme for 2021/22 and agree any actions.**
**Resolved** to approve documentation and for the scheme to run until end of January 2022.

**12/2021 6b To approve asset register.**
**Resolved** to approve.

**12/2021 6c. To consider information and quotations received from companies specialising in defibrillators, agree on requirements and approve a contractor to supply equipment.**
**Resolved** to accept advice and quotation from Heartsafe and purchase the HeartSine Samaritan 500P with accurate live CPR feedback. Cllr White will act as contact.

**12/2021 6d. To consider and approve grant application to Members Fund.**
**Resolved** to agree and submit grant application.

**12/2021 6e To receive any verbal report from councillors on current parish issues and agree any actions.**
Fencing on school playing field broken – clerk to action
Hedge on school playing field needs a trim – Cllr New to action.

**12/2021. No 7 ITEMS TO NOTE**

**12/2021 7a To note any responses to South Gloucestershire Council's Public Consultation: Annual Council Budget 2022/23**
Deferred.

**12/2021 8. REPORTS**

**12/2021 8a To receive and note report from the Clerk.**

- Appealed against fine from HMRC over P11D submission and claim that national insurance is owing.

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**12/2021 8b. To receive playground report.**
Deferred.

Ward Cllr O'Neil left the meeting.

**12/2021 8c. To receive financial reports.**
**12/2021 8ci To receive and approve payments for December 2021.**

| Name | Invoice no | Details | Net | Travel | Expenses | VAT | Total | cheque no | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |
| Daphne Dunning | | Salary Dec 21 | £410.53 | £11.93 | £6.75 | £0.00 | £429.21 | 1649 | LGA 1972 s112(2) |
| HMRC | | Tax Dec 21 | £102.60 | £0.00 | £0.00 | £0.00 | £102.60 | 1650 | LGA 1972 s112(2) |
| South Glos. Council | 807131 | Grass Nov 21 | £327.06 | £0.00 | £0.00 | £65.41 | £392.47 | 1651 | Open Space Act 1906 s9&10 |
| Cromhall Parish Hall and Recreation Trust | CPC2021/04 | December meeting hall rental | £20.00 | £0.00 | £0.00 | £0.00 | £20.00 | 1652 | LGA 1972 s111 |
| SLCC | BK204013-1 & BK204006-1 | Practitioner & climate | £120.00 | £0.00 | £0.00 | £24.00 | £144.00 | 1653 | LGA 1972 s111 |
| South Glos. Council | 3804810733 | Localism Oct - Dec 21 | £158.58 | £0.00 | £0.00 | £31.72 | £190.30 | 1654 | Open Space Act 1906 s9&10 |
| P Daly | L073932 | Refund of payment for Litter picking equipment | £145.46 | £0.00 | £0.00 | £29.09 | £174.55 | 1655 | LGA 1972 s111 |
| Total | | | **£1,284.23** | **£11.93** | **£6.75** | **£150.22** | **£1,453.13** | | |

**Approved.** Cheques signed by Cllrs Aston and White.

**12/2021 8cii To receive and approve bank reconciliations to end November 2021.**
*Figure 1 November bank reconciliation*

| **Bank reconciliation** | | In | Out | Total | Balance |
|---|---|---|---|---|---|
| Balance in bank at 01/11/21 | | | | | £54,465.68 |
| | Expenditure this month | | £995.28 | £995.28 | |
| | Prev. month expenditure | | £96.00 | £96.00 | |
| | Income | £0.00 | | £0.00 | |
| | | £0.00 | £1,091.28 | | |
| Balance as at 30/11/21 | | | | | £53,374.40 |
| Uncleared cheques | | 1642 | £96.00 | | |
| | | 1645 | £20.00 | | |

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| | | | | | |
|---|---|---|---|---|---|
| | | 1646 | £7,524.32 | | |
| | | | £7,640.32 | **Actual** | **£45,734.08** |

**Noted**

*Figure 2 screen print of bank statement*

NatWest Current Account

| Date | Details | | Withdrawn | Paid in | Balance |
|---|---|---|---|---|---|
| 2 Nov 2021 | BROUGHT FORWARD | | | | 54,465.68 |
| 12 Nov | Cheque | 001637 | 96.00 | | 54,369.68 |
| 22 Nov | Cheque | 001641 | 402.81 | | 53,966.87 |
| 25 Nov | Cheque | 001643 | 392.47 | | |
| | Cheque | 001647 | 200.00 | | 53,374.40 |

**Noted**

*Figure 3 Print screen accounts to end November 2021*

| | | **Bank as at end of November 2021** |
|---|---|---|
| | | £54,465.68 |
| | | |
| | cleared chqs | £1,091.28 |
| | sub total | £53,374.40 |
| | income | £0.00 |
| | sub total | £53,374.40 |
| | uncleared chq | £7,640.32 |
| | total | £45,734.08 |

**Noted**

**12/2021. No 9 FUTURE AGENDA ITEMS**

None

The Council meeting closed at 20:30hrs.

*Date of next meeting:* **Wednesday 12th January 2022.**

CHAIRMAN:- **12th January 2022.**

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