



CROMHALL PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8TH JUNE 2022 at 19:30
IN CROMHALL VILLAGE HALL

PRESENT:

Cllrs Darn Jeffery (DJ), Mark Daniel (MD) Chair and Andy New (AN)

In attendance: Clerk D Dunning and 1 member of public.

PUBLIC PARTICIPATION

Church Lane pavement is completely overgrown forcing the children to walk in the road.

06/2022. No 1 APOLOGIES.

Cllrs White, Daly, and Line. Ward Cllr O'Neill

06/2022. No 2 DECLARATIONS OF INTEREST.

In any items on agenda. **None.**

06/2022. No. 3. ADOPTION of the MINUTES.

Minutes of meetings on 11th May 2022 were accepted as a true record and duly signed by the chair.

06/2022. No. 4. To NOTE Report from Ward Councillor.

None.

06/2022. No. 5. PLANNING

06/2022 5a Planning applications

None.

06/2022 5b Planning decisions noted.

06/2022 5bi P22/02023/CLP Land at Sycamore Farm Stidcot Lane Tytherington South Gloucestershire GL12 8QD

Application for a Certificate of Lawfulness - removal of existing mobile home and siting of 1 no. new mobile home. Approved

Noted

06/2022 5c Planning enforcement and other matters.

None

06/2022 No. 6 ITEMS FOR ACTION

06/2022 6a. To consider costs for notice board on bus stop near Cowship Lane and agree any actions.

Resolved to purchase a wall mounted 4xA4 AF58 noticeboard with header in agreed corporate style as at Townwell play area.

06/2022 6b. To consider and agree co-option of new councillor.

Deferred as potential candidate did not attend.

06/2022 6c. To receive update on road safety measures to protect Bibstone village green and agree any further actions.

New boulders noted. Agreed to defer discussion to next meeting to allow councillors to investigate potential signage or other ideas.

06/2022. No 7 ITEMS TO NOTE

06/2022 7a. To note revised quotation with agreed costs received and Greenfields has been appointed to undertake repairs and replacements.

Noted.

06/2022 7b To note potential election costs for parish council elections in 2023.

Noted estimated cost of the election £1,050.00.

06/2022 7c. To note advanced warning of surface dressing on Cromhall Lane

Work is anticipated to be in a 2-week period between 1 July 2021 and 1 October 2021. **Noted.**

06/2022 7d. To note grass cutting concerns raised with developer at Townwell Green.

Noted grass has been cut.

06/2022 7e. To note update from Ward Cllr O'Neill on road safety and speeding issues.

No update from Ward Cllr O'Neill.

06/2022 8. REPORTS

06/2022 8a To receive and note report from the Clerk.

- Policies updated on website.
- Asset register updated and published.
- AGAR submitted.
- Informed South Gloucestershire Council of decision on bus shelters.
- 5Alive article produced.
- Advanced notice of school governor vacancy which will be a formal agenda item next month.
- The school has apologised for not submitting timely invoices for grass cutting which the council contributes half the costs. Invoices since 2019 have now been received and are up to date.

06/2022 8b. To receive reports from councillors on current parish issues:

- Neighbourhood plan pop up event
Noted.
- Agree councillor to attend CRISP meeting
No attendee
- Any other reports
Concerns were raised that despite signage there has been an increase in ball games in Townwell play area and adults have been climbing on the equipment. Agreed Clerk to obtain quote for additional signage – no ball games and equipment is provided for children only.

06/2022 8d To receive financial reports

06/2022 8di. To receive and approve payments for June 2022.

Name	Invoice no	Details	Net	Travel	Exps.	VAT	Total	Cheq no	Power
Daphne Dunning		Salary June 22	£406.50	£0.00	£6.75	£0.00	£413.25	1682	LGA 1972 s112(2)



CROMHALL PARISH COUNCIL

		Microsoft 365 subscription	£49.99	£0.00	£0.00	£10.00	£59.99	1688	LGA 1972 s111
		Stamps	£32.60	£0.00	£0.00	£0.00	£32.60	1691	LGA 1972 s111
		Ink	£55.47	£0.00	£0.00	£11.10	£66.57	1692	LGA 1972 s111
HMRC		Tax May 22	£101.80	£0.00	£0.00	£0.00	£101.80	1683	LGA 1972 s112(2)
Roland Hobbs		Hawkers Knapp maintenance	£18.10	£0.00	£0.00	£3.62	£21.72	1684	Open Space Act 1906 s9&10
PATA	21/1198/PPS	Payroll admin	£43.85	£0.00	£0.00	£0.00	£43.85	1685	LGA 1972 s112(2)
South Glos. Council	3804978112	Localism April - Jun 22	£163.62	£0.00	£0.00	£32.72	£196.34	1686	Open Space Act 1906 s9&10
South Glos. Council		Grass cutting May	£333.60	£0.00	£0.00	£66.72	£400.32	1687	Open Space Act 1906 s9&10
Mark Woodward	1568	Road safety measures Bibstone green	£380.00	£0.00	£0.00	£76.00	£456.00	1689	Open Space Act 1906 s9&10
St Andrew's CE VC Primary School		50% contribution to grass cutting school playing fields 2019 £422.50, 2020 £400, 2021 £450 & 2022 £580	£1,852.50	£0.00	£0.00	£0.00	£1,852.50	1690	Open Space Act 1906 s9&10
Total			£3,438.03	£0.00	£6.75	£200.16	£3,644.94	£3,644.94	

Approved cheques to be signed by Cllrs White and Line

06/2022 8dii. To note bank reconciliation to end May 2022.

Bank reconciliation		In	Out	Total	Balance
Balance in bank at 01/05/22					£66,515.13
	expenditure this month		£1,509.44	£1,509.44	
	prev month expenditure		£1,252.08	£1,252.08	
	Income	£0.00		£0.00	
		£0.00	£0.00		
Balance as at 31/05/22					£63,753.61

		1672	£50.00		
		1677	£108.60		
		1678	£100.00		
		1679	£98.28		
Uncleared cheques			£356.88		
				Actual	£63,396.73

Figure 1 May 2022 bank statement


01905345 01507 0001/0001				Current Account		
Date	Details	Withdrawn	Paid in	Balance		
30 Apr 2022	BROUGHT FORWARD			66,515.13		
5 May	Cheque 001674 ✓	205.00		66,310.13		
10 May	Cheque 001670 ✓	509.14				
	Cheque 001673 ✓	242.00		65,558.99		
12 May	Cheque 001671 ✓	101.60		65,457.39		
20 May	Cheque 001675 ✓	194.34		65,263.05		
24 May	Cheque 001676 ✓	477.64		64,785.41		
25 May	Cheque 001680 ✓	631.48		64,153.93		
26 May	Cheque 001681 ✓	400.32		63,753.61		

Figure 2 Accounts reconciliation

	Bank as at end of May 2022
	£66,515.13
	0
cleared cheqs	£2,761.52
sub total	£63,753.61
Income	£0.00
sub total	£63,753.61
uncleared chq	£356.88
total	£63,396.73

06/2022 9. Staffing matters

9a. To approve staffing working group's recommendations that the Clerk and RFO role is re-graded as LC1 above substantive pay range and the clerk is moved to SCP 13 from 1st April 2022.

Resolved to approve re-grading to SCP 13 from 1st April 2022.

The Council meeting closed at 20:30hrs.

Date of next meeting: **Wednesday 13th July 2022.**

CHAIRMAN:-

13th July 2022.