



CROMHALL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 9TH NOVEMBER 2022 at 19:30 IN CROMHALL VILLAGE HALL

PRESENT:

Cllrs M Daniel (Chair), A New, D White, M Line, P Daly and D Jeffery

In attendance: D Dunning (Clerk), Ward Cllr O'Neill and 2 members of public.

PUBLIC PARTICIPATION

A member of the public raised concerns over the state of pavements between Jubilee and Cowship Lanes. Councillors reiterated that pavement issues need to be reported to South Gloucestershire Council (SGC) as only SGC has the legal powers to take actions. The parish council regularly reports pavement issues to SGC and will again report this (Ref: 1932721). Ward Cllr O'Neill offered support if the member of public writes to him.

One member of public left the meeting.

11/2022. No 1 APOLOGIES.

None

11/2022. No 2 DECLARATIONS OF INTEREST.

In any items on agenda. Cllr New declared a non-pecuniary interest in item 6c and took no part in the discussions.

11/2022. No. 3. ADOPTION of the MINUTES.

Minutes of meeting on 12th October 2022 was accepted as a true record and duly signed by the chair.

11/2022. No. 4. To NOTE Report from Ward Councillor.

- South Gloucestershire Council's budget is out to consultation. There is a large overspend.
- Briefings are due on the local plan.
- Comments can still be made on the Charfield Station consultation – in particular the lack of a walking or cycling route between Cromhall and Charfield.
- Concerns over plans at Eastwood Park prison to place new rehabilitation accommodation outside the main compound.
- Issues around Park and Share Park at Falfield which may be sold to a third party.
- It is hoped the Co-op store in Charfield will open in early 2023.

11/2022. No. 5. PLANNING

11/2022 5a Planning applications

11/2022 5ai) P22/06269/HH Ivy Cottage Bristol Road Cromhall South Gloucestershire GL12 8AR

Erection of double garage. **Noted.**

11/2022 5b Planning decisions.

11/2022 5bi P22/05069/F Land At Cromhall Quarry Bristol Road GL12 8AA

Siting of 50 no. shipping containers with other associated works to facilitate change of use of land and 2 no. existing buildings from HGV and waste metal storage facility to battery testing facility (sui generis) as defined in Town and Country planning (Use Classes) Order 1987 (as amended).

Approved with conditions. **Noted.**

11/2022 5c Planning enforcement and other matters.

None.

11/2022 No. 6 ITEMS FOR ACTION

11/2022 6a. To receive consultation on South Gloucestershire Council's new Compact for South Gloucestershire and agree any responses to questionnaire.

Noted.

11/2022 6b. To consider options for benches and agree any action.

Resolved the preferred choice for any replacement benches is the Glasdon Eco-Rest Seat.

Agreed to ask the new clerk to investigate viability and costs of refurbishing the existing benches before a final decision is made.

11/2022 6c. To consider hedging options for play area and agree any actions.

Resolved to purchase hedging suitable for a playground setting. Agreed new plants will need protection whilst establishing.

11/2022 6d. To consider first draft of budget for 2023/24 and agree and actions.

The proposed budget was discussed in detail and any suggested changes or alterations should be brought to the next meeting to finalise budget.

11/2022 6e To consider co-option to vacant councillor position.

Resolved to co-opt Lorraine Palmer to the vacant councillor position. The declaration of acceptance of office was duly signed in the presence of the Proper Officer.

11/2022 6f To consider next steps in recruitment of new clerk and agree interim measures including handover.

It was noted that no locum assistance is available.

Resolved Cllr Daniel will oversee the monitoring of emails until a new clerk appointed. All remaining council property will be returned to the council by the end of the month. Bank mandate will be updated to remove current clerk's details.

11/2022. No 7 ITEMS TO NOTE

None

11/2022 8. REPORTS

11/2022 8a To receive and note report from the Clerk.

- Civility and Respect pledge submitted and added to website
- Issued grass cutting contract to potential suppliers and added to website.
- Requested quotes for signage.
- Added grant scheme to website and provided social media post
- Advertised clerk's job on both ALCA and SLCC (who included their social media for free).
- Reminder to bank signatories to ensure they approve request to add Cllr New as signatory.

There are internal battery problems with the council computer and a replacement may be needed

for the new clerk.

Noted

In accordance with the contract of employment, following the agreement of the 2022/23 pay rise, payment of all back pay has been included in the November pay-run.

Noted

11/2022 8b. To receive reports from councillors on current parish issues:

- There were no additional issues to report at play area. Cllr Daly confirmed the cleaning of play equipment will commence shortly.
- CRSP report noted
- Cllr Daniel to attend Remembrance service and lay wreath.

11/2022 8d To receive financial reports

11/2022 8di. To approve payments for November 2022.

Figure 1 November payments

Name	Invoice no	Details	Net	Travel	Expenses	VAT	Total	cheque no	Power
Daphne Dunning		Salary Nov 22 & back pay	£694.74	£47.70	£6.75	£0.00	£749.19	1721	LGA 1972 s112(2)
HMRC		Tax Nov 22	£188.83	£0.00	£0.00	£0.00	£188.83	1722	LGA 1972 s112(2)
South Glos. Council	91739	Grass cutting October	£333.60	£0.00	£0.00	£66.72	£400.32	1723	Open Space Act 1906 s9&10
South Glos. Council	92327	Localism O-D 22	£163.62	£0.00	£0.00	£32.72	£196.34	1724	Open Space Act 1906 s9&10
PATA	22/0296/PPS	Payroll admin	£27.90	£0.00	£0.00	£0.00	£27.90	1725	LGA 1972 s112(2)
Total			£1,408.69	£47.70	£6.75	£99.44	£1,562.58	£1,562.58	

In accordance with its powers under section 137 of the Local Government Act 1972, resolve to pay the following expenditure on a grant 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 the amount of

1st Woodend Scout group		Grant for tent	£700.00	£0.00	£0.00	£0.00	£700.00	1726	LGA1972 S137
Total			£700.00	£0.00	£0.00	£0.00	£700.00	£700.00	
		Total	£2,108.69	£47.70	£6.75	£99.44	£2,262.58	£2,262.58	

Resolved to approve payments. Cheques were signed by Cllrs White and Line

Figure 2 Bank reconciliation October

It was noted that South Gloucestershire Council has confirmed it has not received cheque no 1696 which has been lost. One payment remains due for the grass cutting contract.

NatWest		Current Account		
Date	Details	Withdrawn	Paid in	Balance
1 Oct 2022	BROUGHT FORWARD			69,265.33
14 Oct	Cheque 001709	103.80	✓	69,161.53
17 Oct	Cheque 001712	30.00	✓	69,131.53
20 Oct	Cheque 001715	400.32	✓	68,731.21
21 Oct	Cheque 001717	9,303.30	✓	59,427.91
24 Oct	Cheque 001720	463.85	✓	58,964.06
25 Oct	Cheque 001716	288.00	✓	
	Cheque 001719	60.00	✓	58,616.06
28 Oct	Cheque 001718	2,760.00	✓	55,856.06

Sept VAT	Oct
	Actual
bf	£69,265.33
cleared chqs	£13,409.27
sub total	£55,856.06
income	£0.00
sub total	£55,856.06
uncleared chq	£1,504.12
total	£54,351.94
Actual	£54,351.94

11/2022 9. To agree shortlist for interviews on 16th November 2022

Resolved to accept the working group's recommendations for interviews and re-confirmed the panel has delegated authority to select and appoint the new clerk.

Due to her HR expertise further **resolved** to include Cllr Palmer in the recruitment process.

The Council meeting closed at 21:00hrs.

Date of next meeting: **Wednesday 14th December 2022.**



Chairman:
13th December 2022

APPROVED