

Cromhall Parish Council

Cromhall Parish Council, PO Box 129, Wotton-under-Edge, Glos GL11 9DH
Contact: clerk@cromhallpc.org.uk

MINUTES

Parish Council meeting held on Tuesday 24th January 2023 at 7.30pm
at Cromhall Village Hall, Talbots End, Cromhall GL12 8AJ

Approved at the subsequent meeting held on 28th February 2023
Signed copy held by the Clerk.

Present:

Cllrs M Daniel (Chair), D Jeffrey, A New, and D White

In attendance: T Norris (Clerk), Ward Cllr J O'Neill and one member of the public

Public Participation

Member of public expressed concern at the ceasing of bus services through Cromhall.

1. Apologies

Cllr M Line sent apologies. **NOTED**

No apologies received from Cllrs P Daly and L Palmer. **NOTED**

2. Declarations of interest and

dispensations None declared.

3. Minutes

AGREED that the minutes of meeting 13th December 2022 were an accurate record and duly signed by the Chairman.

4. Public and Press

AGREED that no agenda items should be taken with the public or press excluded.

5. Clerk's Report

Written report received. **NOTED**

6. Ward Councillor Report

NOTED. Verbal report received covering:

- Bus service cessation update. Action: Clerk to write to Toby Savage, and Dan Norris with Council concerns on effect on Parishioners who rely on service. Clerk to contact South Glos as housing plan asset list has a bus service registered.
- South Glos Council budget deficit and proposed cuts in services.
- Camera system for enforcement of traffic offences to be introduced in South Glos.
- Charfield station update.

7. Planning

The Council REVIEWED and COMMENTED on planning application received before the meeting as follows:

7.1 P22/06827/F Building at Rose Cottage Bristol Road Cromhall South Gloucestershire

Change of use of storage buildings/stables to 2 no. dwellings (Class C3) with associated works.

South Glos Planning agreed to extension for Parish Council comments until 25th January. **NO**

COMMENT

The Council NOTED the following planning decision:

7.2 P22/05803/RVC Wickwar Quarry The Downs Wickwar South Gloucestershire GL12 8LF

Variation of condition 8 attached to planning permission P20/16114/MW (Extraction of limestone with progressive restoration to lake), in order to allow, for a temporary period of two months, excavated materials to leave the site using the route illustrated by drawing no. W12-230922-SRJ only.

Decision: Approve with conditions. **NOTED**

For the Council to note enforcement and other matters:

None received. **NOTED**

8. Items for consideration and decision

8.1 Members Award Funding for additional defibrillators in Cromhall.

AGREED to contact Heathend Garage for interest in having a defibrillator installed.

8.2 Records and Retention Policy - **APPROVED**

~~8.3 **AGREED** for a contractor to cut back yew tree only in area affecting the maintenance of the memorial at St Andrew's Parochial Church Council.~~

8.3 AGREED to ask for further details on costings for this work, with the view to consider paying for a small percentage of the work – namely the branches that may overhang the memorial. *(item amended at subsequent meeting on 28th Feb 2023)*

8.4 **AGREED** that the forming a Parish Council Road Safety subcommittee would not be actioned and a Councillor would continue to attend Cromhall Road Safety meetings.

8.5 **AGREED** to Explorer Scouts using litter grabbers and bag holders scout community work. 8.30pm Member of public left meeting.

9 Finance

9.1 Monthly bank reconciliation 31st December 2022. Chairman signed as a true record. **NOTED**. Appendix A.

9.2 **AGREED** to Cllrs M Daniels, D Jeffrey, A New being added as authorised signatories on Nat West Bank account.

9.3 The following accounts were **APPROVED** for payment in line with Financial Regulations.

Payments for January 2023

Payee	Service/Supplies	Cheque No	Total
T Norris (Royal Mail)	PO Box annual charge	1733	£378.00
Cromhall Parish Hall and Recreation Trust	Village hall hire January – March 2022	1734	£60.00
T Norris (<u>Epson</u>)	Printer cartridges	1735	£73.49
ALCA	Training course	1736	£40.00
A New (Ashridge Nurseries)	Playground shrubs	1737	155.40
HMRC	PAYE – January	1738	116.60
T Norris	Salary – January	1739	492.23
Total			£1,315.72

Additional payment on 23rd January

Payee	Services/Supplies	Cheque No	Total
SLCC Enterprises Ltd	Clerk job advert	1740	£182.40

9.4 **APPROVED** budget monitoring report to 31 December 2022.

EOY Forecast

Income	£44,035
Expenditure	£29,350
Reserves unspent balance	£31,824
EOY Forecast	£46,509

9.5 **AGREED** to appoint South Gloucestershire as contractor from tenders submitted for public open spaces grass cutting contract 2023-2025.

9.6 **AGREED** to obtain options for a solution to a dedicated Council telephone number.

Action: Clerk

9.7 **AGREED** to obtain quotes for boulders on the village green to consider instead of signage. Action: Clerk

9.8 **AGREED** to purchase fencing for the protection of newly planted hedging in playground.

9.9 **AGREED** for Council to join ALCA internal audit scheme arrangements with ALCA network of Clerks.

9.10 **AGREED** to not provide Councillors email accounts by website provider.

9.11 **AGREED** to get quotes to refurbish existing benches. Action: Clerk

10. Items for information only

10.1 South Glos Census 2021 - Labour market and travel to work data. **NOTED**

10.2 South Glos consultation of its draft Clean Air Action Plan, open until 31 January. **NOTED**

10.3 Community Engagement Forum (CEF) – November meeting minutes. **NOTED**

10.4 Town and Parish Forum Meeting 31st January 2023 agenda. **NOTED**

11. Annual Meeting 2023

AGREED to 23rd May for first meeting date following local elections.

12. Date of next meeting

Tuesday 28th February at 7.30pm

The meeting closed at 9.35pm

Appendix A

Nat West Bank reconciliation - November and December 2022

Transaction	Date	Expenditure	Income	Balance	Bank Statement	Payee	Comment
1721	09/11/2022	£ 749.19		£ 55,003.07	234	D Dunning	Salary Nov/HW/Travel
1722	09/11/2022	£ 188.83		£ 54,814.24	235	HMRC	
1723	09/11/2022	£ 400.32		£ 54,413.92	234	South Glos Council	Grass cutting October
1724	09/11/2022	£ 196.34		£ 54,217.58	234	South Glos Council	Localism Oct, Nov & Dec
1725	09/11/2022	£ 27.90		£ 54,189.68	234	PATA	
1726	09/11/2022	£ 700.00		£ 53,489.68	234	1st Woodend Scout Group	Tent
1727	01/12/2022	£ 200.00		£ 53,289.68	234	Royal British Legion Poppy	Balance as at 31 December 2022
1728	13/12/2022	£ 401.07		£ 52,888.61	235	T Norris	Laptop/mouse/HDMI cable
1729	13/12/2022	£ 400.32		£ 52,488.29		South Glos Council	Grass cutting - Nov
1730	13/12/2022	£ 466.43		£ 52,021.86	235	T Norris	Salary December
1731	13/12/2022	£ 116.40		£ 51,905.46		HMRC	PAYE December
1732	13/12/2022	£ 149.47		£ 51,755.99	235	T Norris	Laptop bag £15.99/Microsoft licence £59.99

April	Total Expenditure	Total Income	Balance
Opening Balance			
£39,660.39	£ 28,509.16	£40,604.76	£ 51,755.99

Account Number [REDACTED] CROPHALL PARISH COUNCIL. BIC NWBK GB 2L
 Branch sort code 55 61 38 IBAN GB96 NWBK 5561 3805 2045 51
 National Westminster Bank Plc

NatWest Current Account

Branch details
 Yate (B) Branch
 5 NORTH WALK
 YATE
 BRISTOL
 BS37 4AG

K39600/01415552/1 556138/05596

Summary 2 Dec 2022 to 30 Dec 2022
 Sheet 235

Previous balance 53,478.51
 Withdrawn 1,205.80
 Paid in 0.00
New balance 52,272.71

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). An FSCS Information Sheet and list of exclusions will be provided to you on an annual basis. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk

uncleared a's
 1729 £400.32
 1731 £116.40
Balance £51,755.99

If you have changed your address or telephone number, please let us know

For Bank use

Account Number [REDACTED] CROPHALL PARISH COUNCIL. BIC NWBK GB 2L
 Branch sort code 55 61 38 IBAN GB96 NWBK 5561 3805 2045 51
 National Westminster Bank Plc

NatWest Current Account

Branch details
 Yate (B) Branch
 5 NORTH WALK
 YATE
 BRISTOL
 BS37 4AG

K39600/08529450/1 556138/01947

Summary 2 Nov 2022 to 1 Dec 2022
 Sheet 234

Previous balance 55,856.06
 Withdrawn 2,377.55
 Paid in 0.00
New balance 53,478.51

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). An FSCS Information Sheet and list of exclusions will be provided to you on an annual basis. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk

uncleared Q
 No. 1722 £188.83
bal: £53,289.68

If you have changed your address or telephone number, please let us know

For Bank use

Account Number [REDACTED] CROPHALL PARISH COUNCIL. BIC NWBK GB 2L
 Branch sort code 55 61 38 IBAN GB96 NWBK 5561 3805 2045 51
 National Westminster Bank Plc

