

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 25th July 2023 at 7.30pm
at Cromhall Village Hall, Talbots End, Cromhall GL12 8AJ

***APPROVED at the council meeting held on 26th September 2023
Signed copy held by the Clerk***

Present:

Cllrs M Daniel, D Jeffery, M Line, H Bryan, L Palmer and P Daly

In attendance: Ward Cllr J O'Neill and one member of the public

Public Participation

No concerns or issues were raised.

1. Apologies

Cllr A New **NOTED**

2. Declarations of interest and dispensations

None declared.

3. Minutes

AGREED that the minutes of meeting 27th June 2023 were an accurate record and signed by the Chairman.

4. Public and Press

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

5. Consider the co-option of one ordinary vacancy for Cromhall Parish Council

One application was received and considered acceptable by all parish councillors, and it was **AGREED** that Mr P Daly be co-opted onto Cromhall Parish Council.

6. Successful candidate to sign Declaration of Acceptance of Office

Cllr P Daly signed the acceptance of office. **NOTED**

7. Clerk's Report

The Clerk explained the work carried out to produce the Annual Governance and Accountability Return (AGAR) for the year ending 31st March 2023. **NOTED**

8. Ward Councillor Report

The Ward Councillor gave a brief update on the following areas:

- The bus service going through Cromhall has been secured until easter of next year.
- Planning enforcement for possible breach by Earthworks has conclude that no further action is required. One area outstanding is the noise monitoring.

- Industrial action continues out to November for waste and recycling services, but a limited service is being provided to vulnerable members of the community with green bins possibly having an extension to their subscription. No rebate is planned to council taxpayers for the loss of the service.
- With regard to 180 proposed housing development for Wickwar this has gone to a public enquiry. In Falfield the planning application for 20 houses has gone through.
- The railway station in Charfield is progress and moving forward into the design stage.

9. Planning

For the Council to review and comment on planning applications received before the meeting:

9.1 P23/02081/F2 Cowship Cottages Cowship Lane Cromhall South Glos GL12 8AY Erection of new agricultural storage shed. **Agreed** no comment.

9.2 P23/02055/NMA Land at Cromhall Quarry Land Cromhall South Glos GL12 8AA non-Material amendment to planning application P22/05069/F for relocation of small containers, car & cycling parking and the welfare office minor internal site layout alteration. **Agreed** no comment.

9.3 P23/02023/F9 The Burltons Cromhall South Glos GL12 8BH Erection of a two-storey side extension to form ancillary annexe. **Agreed** no comment.

9.4 P23/02169/F Installation of a log cabin to form Annex Ancillary to main dwelling. Concern was expressed on the view that it could be considered to be a separate new build house rather than for use by the main dwelling. It was **AGREED** that Cllr Jeffery would raise this as a comment against the application.

10. Items for consideration and decision

10.1 To consider a grant application form Craft and Chat of £300 for the running of the group.

It was **AGREED** that funding of £300 would be made to the Craft and Chat group.

10.2 To consider the next steps for the Cromhall Road Safety Project (CRSP) funding and the need to address outstanding concerns and issues.

The need to still address the outstanding concerns and issues was discussed particularly in the area of data protection and possible funding of the project rather than being the owner. It was **AGREED** that a working group be set up Consisting of Cllr Jeffery, Cllr Bryan and Cllr Palmer which will meet with CRSP.

10.3 To consider and approve funding to carry out the Townwell Play area annual playground inspection. It was **AGREED** to fund the inspection.

10.4 To Consider next steps for the procurement and installation of a Defibrillator Heartsign quote received Cllr New lead. This item was **AGREED** has been deferred to the next meeting. The need for training on the defibrillator was discussed. Cllr Daly took an action to look at the training that is available and report back to the council.

10.5 To consider and approve funding for a second party audit by Aust Parish Clerk in order to complete the Annual Internal Audit Report. It was **AGREED** to fund this audit.

10.6 To receive and note the Annual Internal Audit report for the year 31/3/22. The report was received and **NOTED**.

10.7 To consider and approve the Annual Governance Statement (Section1) for the year ending 31/3/22. The Annual Governance Statement was received and **NOTED** and **APPROVED**.

10.8 To consider and approve the accounting statement (Section 2) for year ending 31/3/23 noting the end of year reconciliation and explanation of variances including approval of reserves. The accounting section (section 2) was **approved** and the end of year reconciliation and explanation of variances including approval of reserves was **NOTED**.

10.9 To consider and confirm that there is no conflict of interest between Cromhall Parish Council and the external auditor BDO. This was considered and **confirmed** that there is no conflict of interest between Cromhall Parish Council and the external auditor BDO.

10.10 To Note the period for the exercise of public rights is set from the 31st of July until the 11th of September 2023. **NOTED**

10.11 To consider and approve payment of Annual Subscription to Avon Local Councils Association of £210.43. This was considered and **APPROVED**.

11. Finance- all approved

11.1 To Note and approve accounts for payments made for invoices received in July Paid. **NOTED** and **APPROVED**.

Payments for July 2023					
Name	Invoice no	Details	Net	VAT	Total
SGC Grounds Maintenance	3805307902	Grass Cutting June 2023	£403.40	£80.68	£484.08
Avon Local Councillors Association	SUBS-2023-092	Annual subscription to Avon Local Councillors Association.			£210.43
Cromhall Parish Hall and Recreation Trust	CPC0523	Hall hire charge July/August/September meetings 2 hrs			£60
Cromhall Parish Hall and Recreation Trust	CPC0623	Hire hall for internal audit			£20
Internal Audit by Aust Parish Clerk		Internal Annual Audit			£161.03
Clerk Salary July 2023		Clerk Salary calculation supplied by PATA	£475.63 includes £26 home working allowance (non taxable)	PAYE £112.40	£562.03

12. Dates of next meetings

22ND August 2023 at 7:30 pm for a closed Parish Council Meeting.

The next meeting open to the public is on the 26th of September 2023 at 7:30 pm.

Chairman:

Date: