

# CROMHALL PARISH COUNCIL

## Minutes of Parish Council Meeting – January 2016

Councillors met on Thursday 21<sup>st</sup> January 2016 with the following present:-

Mr M Line, Mr K White, Mr R Hobbs, Mr T Johnson

Also present:- Clerk, Ward Member John O'Neill, 3 Members Public, New Clerk and Dick Whittington

<u>Ref</u>	<u>Details</u>	<u>Action</u>
1	<b>APOLOGIES:</b> These were received and accepted from Mr S Aston, Mr D White and Mrs A Gent.	
2	<b>DECLARATIONS OF INTEREST:</b> in any items on agenda: None.	
3	<b>ADOPTION of the MINUTES:</b> of meeting on 16 <sup>th</sup> December 2015 It was proposed by Mr R Hobbs and seconded by Mr K White and agreed that the minutes of meeting held 16 <sup>th</sup> December 2015 be signed as a true record.  <i>Meeting went into closed session and all members of public and Ward Member John O'Neill left the room.</i>	
4	For the purpose of the minutes Mr M Lines and Mr K White gave a report on interviews for replacement Clerk.	
5	It was proposed by Mr M Lines and seconded by Mr K White and <b>RESOLVED</b> that Mrs Daphne Dunning be offered the position of Clerk on a probationary period subject to satisfactory references.  <i>Members of the public were invited back into the room / meeting.</i>	
6	<b>PUBLIC PARTICIPATION:</b> Members of the public were thanked for their co-operation – and Daphne Dunning was introduced and asked to join members. Mr Dick Whittington was present to talk about Parish Plan and Neighbourhood Plans.... Questions / queries from resident's present were centred around extra traffic that could be generated by development in neighbouring parishes (namely Charfield and Falfield) and what were the Parish Council's views / thoughts on this....as well as the way that S Glos Council handle (or don't) important consultations.  The outgoing Clerk – H Saunders – briefly explained to everyone present that one of the matters that was going to be discussed later was the action plan that was borne of the recently conducted parish survey.....one of the critical area's being traffic and road safety.  With the chairmans agreement Item 11 and 12 on the agenda (to approve draft village plan statement and to agree next steps with regard Neighbourhood Plan) were brought forward and discussed in open forum.  It is hoped that by at least having villager's views documented in Parish Action Plan that agencies will take notice and some issues such as speed through the village can be	

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	<p>addressed.</p> <p>Obviously one of the other actions is fact that Cromhall wants to retain it's rural character and village feel and this led on to discussion by Mr Dick Whittington of WERN and councillors about whether it was worth while exploring idea of carrying out a Neighbourhood Plan (as Charfield Parish Council are).</p> <p>2 of the members of public present would happily be involved and left their contact details.</p> <p><i>As there were no other items public participation was closed....and Dick Whittington was thanked for his time.</i></p>	
7	<p><b>MATTERS ARISING: (not covered elsewhere on agenda)</b></p> <p>There were no matters arising.</p>	
8	<p><b>PLANNING APPLICATIONS:</b> The following applications were considered:</p> <p>None at time of publishing agenda and none since....</p>	
9	<p><b>PLANNING DECISIONS TO NOTE:</b> The following decisions were noted:</p> <p><u>PT15/4508/E</u>   Erection of two storey side extension to include rear dormer, single storey front, side and rear extension to form additional living accommodation   Ingle Glebe Talbots End Cromhall Wotton Under Edge S Gloucestershire GL12 8AJ. APPROVE WITH CONDITIONS.</p>	
10	<p><b>PLANNING OTHER MATTERS:</b></p> <p>John O'Neill to chase up with enforcement officers what is going on at the Showmans Site.</p>	<i>John O'Neill to chase</i>
11	<p><b>TO APPROVE DRAFT VILLAGE PLAN STATEMENT:</b></p> <p>This item had been discussed at length earlier in the meeting and all members had had a chance to read through it – as such it was unanimously agreed to APPROVE the statement and for it to be completed by new Clerk, and Dick Whittington (with help of Hannah).</p>	<i>DW, DD &amp; HS</i>
12	<p><b>TO AGREE NEXT STEPS WITH REGARD VILLAGE PLAN:</b></p> <p>Again this item had been discussed earlier – and as such members were keen to see the action plan for the Village Plan completed and they were also keen to engage with residents and find out if they wanted to invest time / money in a Neighbourhood Plan.</p> <p>First step being to look at area that they would want to see designated and work towards that.</p>	<i>ALL</i>
13	<p><b>TO NOTE WORK THAT WESSEX WATER HAS BEEN CARRYING OUT AT TOWNWELL PUMPING STATION:</b></p> <p>This was duly noted – because of the unprecedented rain in December – they had to carry out Mitigation Plans and at all times the Estate and Tennents were aware. Only course of action that Parish Council could take is to write to Wessex and find out when they are going to start the main work that has been promised – as now in 2016.</p>	<i>Clerk</i>
14	<p><b>TO NOTE CONSULTATIONS FROM SGC:</b></p> <p><i>The following consultations were noted – and if comment necessary – this is noted following each consultation below:</i></p> <ul style="list-style-type: none"> <li>• <i>South Glos Local Plan PSP – Regulation 18 Consultation (8/1/2016)</i> <i>The response that the Clerk had drafted up following Decembers meeting and was illustrated as Appendix One of minutes was approved as comment to this consultation.</i></li> <li>• <i>Joint Spatial Plan / Joint Transport Plan (West of England) (29/1/2016)</i> <i>It was agreed that the Clerk respond in a similar vain to that of the PSP DPD Reg 18 comments and mention that village is seriously considering embarking</i></li> </ul>	<i>Clerk</i>  <i>Clerk</i>

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<u>Ref</u>	<u>Details</u>	<u>Action</u>
	<p><i>on a Neighbourhood Plan.</i>  <i>This consultation is very much linked and is being run in tandem with the JSP. It is important to understand how they both fit together and the implications that each could have on the other.</i></p> <ul style="list-style-type: none"> <li>• <i>Draft Waste Strategy – as cut off for comment is 15<sup>th</sup> Feb – it was agreed to defer this to next meeting once members had read up on information.</i></li> <li>• <i>Draft Cycling Strategy – it was agreed that at this time no comment necessary.</i></li> </ul>	
15	<p><b>TO NOTE COUNCIL TAX BASE AND LCTR GRANT FOR 2016 – 17 AND GOING FORWARD.</b>            This was duly noted and along with the fact that by 2019 – 20 the LCTR Grant will be phased out. This grant is so small for the village that it doesn't make much difference. It is towns such as Yate that will notice it.</p>	
16	<p><b>TO APPROVE INTERNAL AUDITOR FOR FORTHCOMING YEAR</b>            Clerk had received notification that Mr Iain Selkirk was happy to act for them again – as such it was unanimously APPROVED that he carries out internal audit in May.</p>	
17	<p><b>TO APPROVE BUDGET FOR 2016-17</b>            After due discussion and looking at all of the budget lines and potential for carrying out a Neighbourhood Plan a budget of £19K was proposed by Mr T Johnson and seconded by Mr M Lines and APPROVED.</p>	
18	<p><b>TO APPROVE PRECEPT REQUEST FOR 2016-17</b>            Looking at reserves and Earmarked funds – it was proposed by Mr T Johnson and seconded by Mr K White and APPROVED that a precept of £15k be requested.</p>	
19	<p><b>TO NOTE DATES OF MEETINGS FOR 2016 (INCL. ANNUAL PARISH MEETING)</b>            All meeting will be on the second Wednesday of month at 7:30pm in Village Hall. The Annual Parish Assembly will be held on 28<sup>th</sup> April 2016. Clerk to book the hall with Caroline. Members to think who they would like to invite as a guest speaker.</p>	<i>Clerk</i>
20	<p><b>ACCOUNTS:</b> At end of December 2015 – current balance = £17K approx.</p> <p>Clerks Salary – December 2015 and January 2016 – 40 hours / month @ SCP 21, expenses – mileage – 75 miles, Payment of <b>£750.</b>            HMRC last month's payment <b>£96.80</b>            CVS S Glos Advert - <b>£25.00</b>            Shortfall for Estate rent of Playing Field <b>£25</b>            S Glos Council – Buy Back of Services <b>£168.91</b>            Reimbursement to Charfield for use of phone line, printer, etc. <b>£267.02</b>            KLH Landscaping – work at play area <b>£228</b>            Grant for 1<sup>st</sup> Woodend Scouts <b>£200</b>            All of the above payments were proposed by Mr R Hobbs and seconded by Mr Line and approved for payment.</p>	
21	<p><b>ITEMS FOR CORRESPONDENCE AND CIRCULATION</b>            Clerk had received nomination forms – from ALCA to go into draw to attend Queens Royal Garden Party – and also for the Community Awards. There was also information from NALC regarding the Queens 90<sup>th</sup> Birthday Celebrations.</p>	
22	<p><b>TO NOTE HOW HANDOVER PERIOD WILL BE MANAGED?</b></p>	

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	<p>It was agreed that until Daphne has left her current role at University – Hannah would receive emails and phone calls and deal with urgent and important.</p> <p>Daphne needs to think about laptop and printer and phone line in the meantime and as such it was proposed by Mr K White and seconded by Mr T Johnson that a cheque for £500 be presented to Daphne – and she would then get what was needed and supply receipts for record. This was going to be the quickest way to deal with it.</p> <p>Daphne will start week commencing 1<sup>st</sup> Feb 2016.</p>	<i>TJ, HS &amp; DD</i>
<b>23</b>	<p><b>TOWNWELL PLAY AREA:</b></p> <p>All okay –Gate still needs to be sorted out and Mr Hobbs needs some more copies of the play area check sheets as down to last couple.</p>	<i>Clerk</i>
<b>24</b>	<p><b>ITEMS FOR REPORT FROM OTHER MEETINGS</b></p> <p>a) Ward Member John O'Neill – mentioned that at recent meetings of the council there have been talks of devolution. He also mentioned that there will be a consultation soon about future of Libraries and Mobile Libraries in S Glos.</p> <p>b) Quarry Liaison – was attended by Cllr R Hobbs. The quarry used all of their occasions (60) last year. Now with the start of a new year – they are back to 0....Planning was granted for increase in output from 750,000 tonnes / year to 1.2 million tonnes / year. No more work will be done at quartzite quarry until April 2016. They are hoping to be online with the new gas supply by Feb / March.</p> <p>c) Village Hall – nothing to report</p> <p>d) School - Cllr M Lines reported that there is a vacancy for a Clerk to the governors at St Andrews currently.</p> <p>e) Any other meetings – none.</p>	
<b>25</b>	<p><b>MINOR ITEMS:</b></p> <p>Cllr T Johnson is still sorting out the purchasing and planting of trees at the play area and Hawkers Knapp and school field.</p>	<i>TJ</i>

As there was no further business meeting was closed at **2140hrs.**

*The next Full Parish Council Meeting will be on 10<sup>th</sup> February 2016 – in the Village Hall*

Daphne Dunning

Clerk and RFO to Cromhall Parish Council [clerk@cromhallpc.org.uk](mailto:clerk@cromhallpc.org.uk)

CHAIRMAN:-

10<sup>th</sup> February 2016