

# CROMHALL PARISH COUNCIL

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## MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 14<sup>TH</sup> SEPTEMBER 2016 7.30pm IN THE VILLAGE HALL, TALBOTS END CROMHALL

**PRESENT:** Cllrs K White (KW), D White (DW), Roland Hobbs (RH), Steve Aston (SA), A Gent (AG) and Daren Jeffery (DJ)

**In attendance:** Mrs D Dunning (Clerk) and Ward Councillor John O'Neill (JO'N)

**2 members public**

### **NO. 1. NEW COUNCILLOR**

Declaration of Acceptance of Office was signed by Daren Jeffery before the Proper Officer of the Council

### **NO. 2. APOLOGIES:**

These were received and accepted from Cllr M Line (ML)

### **NO. 3. DECLARATIONS OF INTEREST:** in any items on agenda:

DJ declared a non pecuniary interest in 7c

### **NO. 4. ADOPTION of the MINUTES:**

Minutes of the meeting on 10<sup>th</sup> August 2016 were accepted as a correct record of the meeting and signed by the Chair.

### **NO. 5 PUBLIC PARTICIPATION:**

Concerns were raised regarding the potential for future building on The Green. JO'N confirmed The Green is registered as a village green and building is not permitted.

A resident wished to check with the Council that it was acceptable for them to continue clearing ivy from trees and the wall around The Green. Council appreciates community involvement but wished to state that the Council does not accept any liability and any work undertaken is at the individuals own risk.

Concerns were again raised around the verge at The Green. This is agenda item 7e but the council confirmed that South Gloucestershire Council has accepted that this verge is adopted highway.

Concerns were raised about HGV use of Cromhall Lane, council was advised that a lorry had recently become stuck. The lane is very narrow, has overgrown hedgerows/trees and is used for livestock movement. JO'N to raise matter with Highways.

Council was advised of 2 recent occurrence of illegal dumping of potentially contaminated liquids. One incidence involved a Highway Maintenance vehicle. South Gloucestershire Council has been informed and have confirmed it was not one of their vehicles. This matter will be raised at October Community Engagement Forum and with Trading Standards.

A parishioner asked if there was going to be a footpath from Drews Orchard to Cromhall Chapel. The answer was no.

### **No. 6. PLANNING APPLICATIONS**

**6a.** PT16/4003/RVC Land Adjacent To New Cottages Townwell Cromhall Wotton Under Edge South Gloucestershire

Variation of Conditions 5, 6 and 7 attached to planning permission PT13/3454/F to remove the wording No development shall commence until and substitute with the wording Prior to commencement of the relevant part of the works. Approved with conditions

**Noted. Council confirmed objections remain over discharge to surface drains**

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**6b.** PT16/4903/F 11 Woodland Road Leyhill Wotton Under Edge South Gloucestershire GL12 8HT#  
Erection of timber car port (retrospective)

**JO'N confirmed subject to enforcement action**

## **NO. 7. AGENDA ITEMS**

**7a** To approve new conditions of use of playing fields form

New form agreed in principle. Clause restricting fires and barbeques to be included in booking form.

**Action: Cllr Aston (SA) to annotate map of site to highlight services and mark-up parking areas.**

**7b.** To consider concerns around seating on playing fields

Three benches on the playing fields are in a poor condition and could present a hazard. They are not on Council asset register and are believed to belong to the school. KW to liaise with ML.

**Resolved matter should be raised with the school via Cllr Line (ML)**

**7c.** Update on ownership of wall adjacent to village green and Royal Oak car park and decide next steps

Unable to establish ownership of wall from South Gloucestershire Council, village green documentation or Tortworth Estate. The wall forms the edge of the car park and the Royal Oak has expressed a willingness to undertake repairs. KW to draft options

**Resolved that as the council does not believe they are the owners of the wall adjacent to the village green, the council will initiate discussions at the October meeting with the Royal Oak with a view to The Royal Oak registering ownership of the wall and undertaking suitable repairs.**

**7d.** To agree circulation of parish plan survey and approve next steps for progressing to a Neighbourhood plan Final proof circulated and approved. Agreed action: SA to collect leaflets when printed and store. KW to include information in 5Alive article and circulate proposed Neighbourhood plan request form to all for approval.

**Resolved leaflet and accompanying Neighbourhood plan request form will be hand delivered to every household in the parish by councillors using electoral roll data.**

**7e.** To confirm position regarding verge at The Green

Discussion with Tortworth Estate strongly suggest the land belongs to the estate although it is not registered. Further investigations of parish council documents revealed a Gloucestershire County Council letter from 1967 stating the verge at The Green should be adopted highway. South Gloucestershire Council has acknowledged that the verge should be adopted highway. The position has been confirmed with the resident who raised the initial request for information.

## **NO. 8 CORRESPONDENCE**

**8a** To consider further complaint about parking by Royal Oak patrons on village green and noise nuisance

This is a licensing issue. Clerk to contact complainant.

**Resolved to contact Licensing team**

**8b** To consider request for £200 grant by Cromhall senior citizens Tea@3

Grant approved and feedback from recipients on how the money was spent will be required.

**Resolved to issue a £200 grant to Cromhall senior citizens Tea@3**

**8c** To agree website hosting charges

**Resolved after careful consideration to accept the £200 per year hosting charges**

# CROMHALL PARISH COUNCIL

## REPORTS

9a To RECEIVE Report from District Councillor

Showman site – ongoing work with enforcement Team

Falfield new housing development - on hold during ongoing discussions on remodeling Junction 14

Buckover development – expression of interest submitted. Active community engagement with talks to local parish councils as required

Speeding survey at Charfield end of village – investigations ongoing, will need to go to ECS committee.

### 9b Report from the Clerk

Met with Robert Killen Tortworth Estate - agenda 8a August meeting.

Village survey – discussed agenda item 7d

Still awaiting information from ML regarding entrance gates – JO’N confirmed he will ask again about erecting speed camera signs in village.

Playground signs – research has found various designs, prices and materials. JO’N suggested contacting Tina Rainey at South Gloucestershire Council for prices. Meeting agreed Council requires 2 of each ‘No ball games’, ‘No smoking’ and ‘No dogs’ signs A5 size.

Training – SA to attend Being a good councillor on 24/9/16: KW – Negotiating a better outcome in Planning on 26/6/16 and DD Information Governance on 21/10/16.

### 9c To RECEIVE report on Townwell play area

Grass cut in rain and cut grass left on site. Cut grass length is too high. As the current contract is nearly ended and a new grass cutting tender is required for next year, it was agreed to take no further action.

Fruit trees for Hawkers Knapp have been ordered.

**Action: Clerk to circulate tender documentation.**

## NO. 10. FINANCE

10a To receive financial update and AGREE and sign cheques

Bank reconciliation								
Balance in bank at 1/8/16								<b>£18,616.63</b>
			<b>IN</b>	<b>OUT</b>	<b>TOTAL</b>			
		cheques cleared in July		£1,257.65	£1,257.65			
			£0.00	£1,257.65				
		<b>balance in bank as at 31/8/16</b>						<b>£17,358.98</b>
		uncleared cheques from Month			£500.00			£16,858.98
<b>Cheques for signing on 14th September 2016</b>								
			<b>Net</b>	<b>Travel</b>	<b>Expenses</b>	<b>VAT</b>	<b>Total</b>	
CRK Garden Manicures	Grass cutting no 1658 August	£262.86	£0.00	£0.00	£52.57	£315.43		Highways Act 1980 s96

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HMRC	Tax for August	£83.80	£0.00	£0.00	£0.00	£83.80		LGA 1972 s112(2)
Daphne Dunning	Salary August & expenses	£335.72	£32.67	£6.75	£0.00	£375.14		LGA 1972 s112(2)
(Cromhall Senior Citizens) Eva Schulkins	senior citizens/tea@3	£200.00	£0.00	£0.00	£0.00	£200.00		LGA 1972 S137
Tortworth Estate	rent for playing field from Tortworth Estate	£200.00	£0.00	£0.00	£0.00	£200.00		LG(MP)A 1976 S19(3)
Grant Thornton	External Audit	£100.00	£0.00	£0.00	£20.00	£120.00	£1,294.37	LGA 1972 s111
	Balance in account after above expenses						<b>£16,738.98</b>	

**No 10b** New bank signatories

**Resolved all councillors become cheque signatories and complete the authorisation form.**

**No 11. FUTURE AGENDA ITEMS**

Gates at entrance to village

**Date of next meeting:** The next Full Parish Council Meeting will be on 12<sup>th</sup> October 2016 at 7.30pm in the Village Hall, Talbots End, Cromhall.

The Council meeting closed at **2120hrs.**

Daphne Dunning

Clerk and RFO Cromhall Parish Council clerk@cromhallpc.org.uk

Contact details: 25 Parkfield Rank Pucklechurch, South Gloucestershire BS16 9NR

**CHAIRMAN:-**

**12<sup>th</sup> October 2016**