

# CROMHALL PARISH COUNCIL

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## MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 8<sup>th</sup> NOVEMBER 2017 at 7.30pm IN THE VILLAGE HALL, TALBOTS END CROMHALL

**PRESENT:** Cllrs Mike Line (ML) chair, Roland Hobbs (RH), David White (DW), Daren Jeffery (DJ) and Steve Aston (SA)

In attendance: D Dunning (Clerk)

Two members of public

### **NO. 1 APOLOGIES:**

Apologies were accepted from Ward Councillor John O'Neill (JON) who had to attend another meeting.

### **NO. 2. DECLARATIONS OF INTEREST:** in any items on agenda:

Cllr Aston declared a non-pecuniary interest in 7d – Flower show

Cllrs Line and Jeffery declared a non-pecuniary interest in 7d – St Andrews School PTA

### **NO. 3. ADOPTION of the MINUTES:**

Meeting resolved to include notification of authoring councillors for cheques, namely Cllrs White and Hobbs. Minutes of the meeting on 11<sup>th</sup> October 2017 were accepted with this amendment as a correct record of the meeting and signed by the Chair of that meeting Cllr White.

### **NO. 4 PUBLIC PARTICIPATION:**

A member of the public advised that he is in the early stages of considering purchasing land at Leyhill to provide 2 detached 4 bed houses (approx. 3000<sup>m</sup><sup>2</sup>) with garaging for 4 cars each in a style sympathetic to properties on the Tortworth Estate and is looking for support from the council. In principal the council does not object to the verbal proposal outlined but could not offer support (or otherwise) until any planning application is submitted for consideration.

One member of public left the meeting

### **No. 5. PLANNING APPLICATIONS**

**5a.** PT17/1955/F Old Red Lion, Bristol Road Cromhall. Erection of single story rear extension (retrospective).

Approved

**Noted**

#### **5b Approved applications received after agenda issues**

**5bi** PT17/3447/F - Bishopgate Farm Cromhall Lane. Conversion and change of use of agricultural buildings to form 2no residential dwellinghouses and associated works. Approved with conditions

**Noted**

**5bii.** PT17/3548/MW – Cemex UK operations Wickwar Quarry. Variation to condition 7 of planning permission PT07/0573/F to allow the annual extraction rate of stone quarried from the site to not exceed 1.2 million tonnes.

Approved with conditions

**Noted**

### **NO. 6 AGENDA ITEMS**

**6a** To receive and consider Quarter 2 figures and review current budget for 2017/18 and agree any actions. Figures and amendments to budgets were reviewed and accepted. It was noted that the project for the gates cannot progress until information from South Gloucestershire Council is received. The wall project will also need further consideration.

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**6b** To consider budgets for 2018/19 and agree any actions

Councillors to consider projects and budget requirements for next year and send proposals to the clerk as soon as possible. It was noted that changes to data protection laws may mean there are additional costs for a Data Protection Officer as advised by ALCA.

**6c** To received update on gates if available

Despite repeated emails, South Gloucestershire Council has not supplied the further details needed to progress this project. Cllr Jeffery to follow up.

## **NO 7. CORRESPONDENCE**

**7a.** South Gloucestershire Council consultation on a Food Plan for 2017 – 2020. The consultation period is open between 9th October 2017 and 5<sup>th</sup> January 2018.

<https://consultations.southglos.gov.uk/consult.ti/FP2017/consultationHome>

**Noted**

**7b.** South Gloucestershire Council consultation on an Ageing Better Plan for 2017 - 2022. The consultation period is open between 11th October 2017 and 12<sup>th</sup> January 2018.

<https://consultations.southglos.gov.uk/consult.ti/AgeingBetter>

**Noted**

**7c.** To note Council Tax Special Expenses for 2018/19

**Figures noted**

Standing orders were suspended to defer item 7d to the end of the meeting due to the confidential nature of the business to be transacted

**7e.** To review and approve signing up to the refreshed charter between South Gloucestershire Council and Town and Parish Councils

Council **resolved** to approve signing up to the refreshed charter as supplied by Town and Parish Councils.

**7f.** To note briefing paper on disqualification criteria for councillors

**Noted**

**7g.** To note survey by Healthwatch South Glos to understand people's experiences of accessing their local GP.

**Noted**

## **NO 8 REPORTS**

**8a** To receive report from ward Cllr John O'Neill

None

**8b.** To RECEIVE and NOTE a verbal report from the Clerk

- Collated grant applications.
- Sorted issues with outstanding grass invoice.
- Chased hall committee re uncleared cheques and outstanding invoice for next hire period, being raised next week at their meeting.
- Chased SGC re village gates, no response to date.
- email requests from parishioners.

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- electoral role arrangements.
- Lots of IT issues with one councillor's email.
- Financial issues including Q2, preparing review of reserves/budget and starting budgeting for 2018/19.

To comply with all Transparency Code requirements, councillors confirmed their contact details which will be published on the website. Asset register will also be published.

**8c.** To RECEIVE report on Townwell play area  
Grass in playground needs cutting. No other issues.

**8d.** To RECEIVE report on Good Councillor training  
**Noted**

It was noted Cllr Aston attended the Frome & Ladden Vales environmental link group meeting and Cllr Jeffery had reviewed the revised JSP information and will provide suggested responses for consideration by council for inclusion in the next round of public consultation.

## NO. 8. FINANCE

**8a** To receive financial update and AGREE and sign cheques.

Bank reconciliation October 2017									
Balance in bank at 1/10/17									£30,193.56
			<b>IN</b>	<b>OUT</b>	<b>TOTAL</b>				
		expenditure		£780.34	£780.34				
		Income	£583.76		£583.76				
<b>balance in bank as at 31/10/17</b>									<b>£29,996.98</b>
Items not yet cleared									
		Cromhall Parish Hall and Recreation Trust			£57.00				
		HMRC October (see below)			£20.20				
		Daphne Dunning pay October (see below)			£412.31				
					£489.51				
<b>Actual financial position as at 30/9/17</b>									<b>£29,507.47</b>
<b>Cheques for signing</b>									
			<b>Net</b>	<b>Travel</b>	<b>Expenses</b>	<b>VAT</b>	<b>Total</b>		
HMRC	1401	Tax for Sept	£20.20	£0.00	£0.00	£0.00	£20.20		LGA 1972 s112(2)
Daphne Dunning	1402	Salary Sept & expenses	£385.04	£20.52	£6.75	£0.00	£412.31		LGA 1972 s112(2)

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Tree and Country Care Service	1403	Grass cutting from Aug invoice not received	£280.00	£0.00	£0.00	£56.00	£336.00		Highways Act 1980 s96
SLCC	1404	Training (Regional training day clerk)	£69.00	£0.00	£0.00	£13.80	£82.80		LGA 1972 s111
Royal British Legion	1405	Donation for wreath	£200.00	£0.00	£0.00	£0.00	£200.00		LGA s137
ALCA	1406	Being a good councillor D White	£50.00	£0.00	£0.00	£0.00	£50.00		LGA 1972 s111
	<b>TOTAL</b>		£1,004.24	£20.52	£6.75	£69.80	<b>£1,101.31</b>	<b>£1,101.31</b>	

Noted, authorised and approved. Cllrs White and Line signed the cheques

Good practice has councils declaring in minutes which councillors authorised and signed payments. Meeting **resolved** to confirm the following:

Authorised payments in April 2017 signed by Cllrs Hobbs and Line

Authorised payments in May 2017 signed by Cllrs Hobbs and Line

Authorised payments in June 2017 signed by Cllrs Hobbs, White and Line

Authorised payments in July 2017 signed by Cllrs Hobbs and Line

Authorised payments in August 2017 signed by Cllrs Hobbs and Line

### No 9. FUTURE AGENDA ITEMS

Budgets

Appraisal

Salary review

Pursuant to 1 (2) of the Public Bodies (Admission to Meeting Act 1960, it is resolved that, because of the confidential nature of the business to be transacted, the Public and Press leave the meeting.

Member of the public left the meeting

**7d.** To consider and agree grant applications for 2017

Grant applications were considered and decisions made.

The Council meeting closed at 20.50hrs.

*Date of next meeting:* 13<sup>th</sup> December 2017 at 7.30pm in the Village Hall, Talbots End, Cromhall.

CHAIRMAN:-

13<sup>th</sup> December 2017

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Daphne Dunning

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

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