

CROMHALL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 11TH JANUARY 2017 at 7.00pm IN THE VILLAGE HALL, TALBOTS END CROMHALL

PRESENT: Cllrs K White (KW), Daren Jeffery (DJ), D White (DW), Roland Hobbs (RH), Steve Aston (SA) and M Line (ML).

In attendance: Ward Councillor John O'Neill, D Dunning (Clerk), Robert Moreton & Robert Killen Tortworth Estate and Rob and Mark, representatives for the Buckover development

NO. 1 PRESENTATION:

Presentation by Tortworth Estate on Buckover Garden Village design concept

Robert Moreton led a detailed presentation. Key components:

New community

employment key

Different approach to planning

- Quality of design with environmental and design code.
- Developers licensed.
- Fair distribution of community assets.
- Land value capture.
- Food and energy production.

Tortworth Estate will retain a stake.

Technical work will commence shortly and the concept plan should be more fully populated before JSP goes before inspector. Projected timescales: From start to planning – 5 years, 10 years to build 3000 homes.

Full details can be obtained from www.tortworthestate.com/gardenvillage

NO. 2 APOLOGIES:

No Apologies received. Cllr A Gent (AG) was absent

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

There were no declarations of interest

NO. 4. ADOPTION of the MINUTES:

Minutes of the meeting on 14th December 2016 were accepted as a correct record of the meeting and signed by the Chair of that meeting Cllr M Line.

NO. 5 PUBLIC PARTICIPATION:

None.

No. 6. PLANNING APPLICATIONS

6a. PT16/6098/F The Old Mushroom Farm Bristol Road Cromhall South Gloucestershire GL12 8AX. Change of Use of the land for the storage of steam engines and tools (B8) and the erection of a storage building. (Amendment to previously approved scheme PT16/0989/F).

Approved with conditions.

6b. PT16/6052/PNGR Bishopgate Farm Abbotside Cromhall Wotton Under Edge South Gloucestershire. Prior notification of a change of use from 2no. agricultural buildings to 3no. residential dwellings (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) to include operational development.

Approved with conditions.

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6c PT16/6339/CLE Land Adjacent To New Cottages Townwell Cromhall South Council Gloucestershire GL12 8AH Approved.

NO. 7 AGENDA ITEMS

7a To note provisional Local Government Finance Settlement Noted

7b To receive Q3 accounts for 2016-2017

Noted and it was agreed that Cllr D White will act as the internal financial controller on behalf of council.

7c To discuss and confirm budget for 2017/18

Draft budget proposal was discussed at length. It was noted that an audit of council assets was required to identify any repairs. Stone walling repairs have already been identified as required in the next financial year. Earmarked reserves need to be accumulated to safeguard future playground replacements. Road safety measures were identified as a key priority for 2017/18. Developing a Neighbourhood Plan has resource implications for the Council. The budget reflects these priorities. The budget appended to these minutes was proposed by Cllr Line and seconded by Cllr Aston and approved by unanimous decision.

It was resolved to accept the proposed budget for 2017/18

7d To agree precept request for 2017– 2018

The precept request for £20,000.00 was proposed by Cllr Line and seconded by Cllr Aston and approved by unanimous decision.

It was resolved to accept the proposed precept of £20,000.00 for the year 2017/18.

7e To agree and appoint internal auditor for 2017

It was resolved to request that Iain Selkirk be approached to undertake the internal audit for the council.

7f To agree to renew ALCA membership for 2017-2018

Potential costs for 2017/18 were noted.

It was resolved to renew membership to ALCA at the appropriate time.

7g To consider any follow up actions regarding developer contributions within the parish

Concerns were raised over finding a suitable project to utilise this contribution due to the restrictions on use and there is a serious risk that this money will not be utilised within the parish or wider ward. The need for outdoor equipment for the school has been rejected. Adult gym equipment within the school playing field was considered inappropriate. Attempts to find suitable ward-wide projects have had no success.

A MUGA was suggested as it would be of benefit to the community but the parish council has no land on which it could be sited. Meeting agreed to raise the matter with the Tortworth Estate.

7h Update showman's site.

John O'Neill updated position. Council expressed deep concerns that this matter has dragged on for a long period allowing the site to become an eyesore. It raised concerns over the number of caravans on site which exceed permissions, light pollution and lorry movements on what is meant to be a winter quarters.

John O'Neill to liaise with Enforcement over concerns.

7i To consider next steps in Neighbourhood Plan

31 responses received with 30 supporting a Neighbourhood plan. Fourteen members of public have expressed an interest in joining the working group.

Council representatives were agreed as KW, DJ and ML

Action: KW to contact interested parishioners to arrange an initial meeting.

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NO 8 CORRESPONDENCE

8a Update on PCC grant for wigwag signage on the B4508

Council was informed that wig wag signage for the main Bristol Road has been approved as an additional extension to the 20mph speed restrictions by St Andrew's School subject to a contribution of £2500.00 by the parish council. A grant offer for road safety has been secured from the Police Crime Commissioner's Award scheme and a letter outlining the council's revised plan for the wig wag signs and acceptance of the grant form have been issued.

It was resolved to authorise payment of £2500.00 to South Gloucestershire Council

8b To consider SGC Safer and Stronger South Gloucestershire Plan for 2017-2021

Meeting agreed this will be promoted in the Council's article for 5Alive.

It was resolved that Cllrs Aston and Hobbs will draw up a response for consideration and approval at the next meeting

8c To note final Local Council Tax Support Grant allocations

It was noted that the grant for 2017/18 will reduce to £236.00

NO 9 REPORTS

Ward Cllr O'Neill updated council on local ward issues:

Charfield: Crest Nicholson have started work on the site for 106 houses. Plans for 64 houses by the school are on-going and an application by Barrett Homes for 125 houses at Warner Court has been submitted.

Falfield: Junction 14 has been declared not fit for purpose by Highways England. Application for 106 houses and park and share for 100 cars will now be considered.

12 garden villages have been approved in England, Buckover was not included as currently seem as an extension to Thornbury. Garden villages have to have community support.

9a To RECEIVE and NOTE a verbal report from the Clerk

- Prepared draft budget
- Submitted proposed report detailing responses to JSP item 7b 14/12/16 minutes.
- Informed Rockhampton parish council that Cromhall parish council wishes to link together in future. Item 7c 14/12/16 minutes
- Raised concerns over recent concrete footings at showman site with JO'N. Item 7d 14/12/16 minutes
- Arranged meeting with Tortworth Estate item 1 this meeting
- Booked Cllr Jeffery on good councillor training 28/1/17
- Booked on Community engagement training 21/1/17
- Raised royal garden party invitation form ALCA for 2 councils to be chosen with 2 attendees from each. This was noted.
- Grass cutting contract has been issued and Invitations to Tender sent to 7 companies of which 6 have requested packs. Council noted grass cutting at Hawkers Knapp is only the steps, council will need to consider further maintenance requirements in due course.
- Confirmed new auditors will be PFK Littelejohn from 2017/18
- 20th January JSP briefing Cllrs Aston and Jeffery to attend.
- Cllr Aston to attend Falfield parish council meeting
- Spring clean – Cllr Aston to organise.

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9b To RECEIVE report on Townwell play area

No problems.

NO. 10. FINANCE

10a To receive financial update and AGREE and sign cheques.

Bank reconciliation December 2016							
Balance in bank at 1/12/16							£20,948.69
				IN	OUT	TOTAL	
			cheques cleared in December		£1,184.07	£1,184.07	£19,764.62
			Income	£0.00		£0.00	£19,764.62
balance in bank as at 31/12/16							£19,764.62
Items for December not yet cleared or processed			uncleared cheques		£19.40	£19.40	
			Nov tax				
			Dec salary clerk (see below)		£409.15	£409.15	
			Dec tax (see below)		£19.40	£19.40	
						£447.95	
Actual financial position as at 31/12/16							£19,316.67

Cheques for signing on 11th January 2017								
			Net	Travel	Expenses	VAT	Total	
HMRC	1352	Tax for Dec	£19.40	£0.00	£0.00	£0.00	£19.40	LGA 1972 s112(2)
Daphne Dunning	1351	Salary Dec & expenses	£381.88	£20.52	£6.75	£0.00	£409.15	LGA 1972 s112(2)
St Peter Hospice	1353	Grant	£100.00	£0.00	£0.00	£0.00	£100.00	LGA 1972 S137
SGC	1354	Wig wag lights	£2,500.00	£0.00	£0.00	£0.00	£2,500.00	Road Traffic Regulations Act 1984 s72(1)
TOTAL							£3,028.55	

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No 11. FUTURE AGENDA ITEMS

Business plan
Fixed asset check
Appraisals
Grass cutting contracts

The Council meeting closed at 21.00hrs.

Date of next meeting: 8th February 2017 at 7.30pm in the Village Hall, Talbots End, Cromhall.

CHAIRMAN:-

8th February 2017

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CROMHALL PARISH COUNCIL BUDGET 2017/18			
BUDGETS	Budget 2016/17	Anticipated position 2016/17	Budget 2017/18
RECEIPTS			
PRECEPT	£15,000.00	£15,000.00	£20,000.00
INTEREST / Other	£0.00	£0.00	£0.00
RENT - Wayleave	£30.00	£95.74	£30.00
RENT - Licence Royal Oak	£100.00	£100.00	£100.00
Grants	£337.00	£337.00	£236.00
PCC Grant	£0.00	£2,500.00	£0.00
Transparency grant	£0.00	£775.00	£0.00
Other (incl VAT refund)	£1,000.00	£1,509.36	£650.00
SUB TOTAL RECEIPTS	£16,467.00	£20,317.10	£21,016.00
Transfer from reserves for wall project			£2,500.00
TOTAL RECEIPTS	£16,467.00	£20,317.10	£23,516.00
PAYMENTS NET			
CLERK'S SALARY/PAYE(& emergency cover)	£5,000.00	£4,800.00	£5,000.00
CLERK'S EXPENSES	£450.00	£420.00	£500.00
BROADBAND / PHONE / OFFICE	£500.00	£200.00	£250.00
PETTY CASH		£100.00	£100.00
ACCOMMODATION (HALL)	£400.00	£400.00	£420.00
AUDIT FEES (INT & EXT)	£220.00	£200.00	£220.00
INSURANCE PREMIUM	£700.00	£532.32	£700.00
TRAINING	£400.00	£400.00	£450.00
SUBSCRIPTIONS*	£300.00	£217.07	£250.00
CHAIRMANS ALLOWANCE	£100.00	£0.00	£100.00
BANK CHARGES	£13.00	£25.00	£25.00

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WEBSITE	£0.00	£200.00	£230.00
ELECTION EXPENSES	£400.00	£0.00	£0.00
TORTWORTH ESTATE RENT	£200.00	£200.00	£230.00
LEGAL FEES lease	£250.00	£256.00	£300.00
GRASS CUTTING (Village)	£2,000.00	£2,208.01	£2,500.00
GRASS CUTTING (School Playing Field)	£600.00	£563.32	£630.00
S GLOS COUNCIL BUY BACK COSTS	£500.00	£500.00	£550.00
PLAY AREA ANNUAL INSPECTION	£75.00	£61.56	£100.00
DOG BIN EMPTYING	£165.00	£165.76	£180.00
MAINTENANCE Parish wide	£500.00	£200.00	£1,000.00
CHURCHYARD MAINTENANCE	£750.00	£750.00	£750.00
GRANTS / DONATIONS*	£1,500.00	£1,500.00	£1,500.00
SECTION 137 PAYMENTS (597 electors 1/12/16)*	£200.00	£200.00	£200.00
Projects			
NEIGHBOURHOOD PLAN	£3,000.00	£373.00	£1,500.00
PLAYGROUND REPLACEMENT	£500.00	£0.00	£2,000.00
WALL REPAIRS	£0.00	£0.00	£2,000.00
WIG WAG LIGHTS - one off project	£0.00	£2,500.00	£0.00
HAWKERS KNAPP	£0.00	£289.80	£0.00
ROAD SAFETY MEASURES			£1,431.00
SUB TOTAL	£18,723.00	£17,261.84	£23,116.00
Transfer to earmarked reserves			
ELECTION EXPENSES reserve		£400.00	£400.00
TOTAL EXPENSES	£18,723.00	£17,661.84	£23,516.00
Balance	-£2,256.00	£2,655.26	£0.00

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TOTAL RESERVES	As at start of 16/17
	£12,124.07
Made up of:	
EARMARKED FUNDS	
ELECTION ACCRUAL	£900.00
Hawkers Knapp	£1,100.00
Legal services	£0.00
Playground contingency	£0.00
TOTAL EARMARKED FUNDS	£2,000.00
NON EARMARKED RESERVES	
Parish Council contingency	
General	£10,124.07
TOTAL NON EARMARKED RESERVES	£10,124.07
Proposed reserve allocation	
EARMARKED FUNDS	
ELECTION ACCRUAL	£1,100.00
Hawkers Knapp	£1,100.00
Legal services	£1,000.00
Playground contingency	£2,000.00
Wall repairs	£3,000.00
TOTAL EARMARKED FUNDS	£8,200.00
NON EARMARKED RESERVES	
Parish Council contingency	£2,500.00
General	£1,424.07
TOTAL NON EARMARKED RESERVES	£3,924.07
	£12,124.07