

**Minutes of a meeting of CROMHALL PARISH COUNCIL held on
Tuesday 25th March 2025 at 7:30pm at Cromhall Village Hall**

PRESENT: Councillors Hannah Bryan (Chair), Cyrus Contractor, Mark Daniel, Daren Jeffrey, Sarah Woolley

IN ATTENDANCE: 6 members of the public

CLERK: Emma Pattullo

Approved at the subsequent meeting held on 29th April 2025.

Signed copy held by the Clerk.

2025/03/1 PUBLIC PARTICIPATION

Residents raised concerns regarding:

- Potholes on Church Lane and Rectory Lane;
- Persistent sewage odours around Townwell & Bibstone (the Clerk was asked to report this to Wessex Water);
- Proposed travellers' site on Rectory Lane
- Debris on road and blocked surface drains around the Earthworks site on B4058

2025/03/2 Apologies

Apologies were received from Cllr. Mark Bryan.

Cllr. John O'Neill, South Glos. Council (SGC) Ward Councillor, had also sent apologies.

2025/03/3 Declarations of interest and requests for dispensation

None received.

2025/03/4 Approval of previous minutes

It was RESOLVED that the minutes of the meeting of 25th February 2025 should be accepted as a true record. The minutes were duly signed by the chair.

2025/03/5 Exclusion of public and press

It was RESOLVED that no item of this agenda warranted exclusion of the press and public under the Public Bodies (Admission to Meetings) Act 1960.

2025/03/6 To consider co-option to the vacant council seat

No candidates have come forward for co-option.

2025/03/7 Planning

2025/03/7.1 To review and resolve response to the following planning applications

The following planning applications were reviewed and responses RESOLVED as recorded:

- i. P19/2452/O - Land South Of Charfield - RECONSULTATION: A phased mixed use development of up to 525 residential units (Use Class C3, including affordable homes and Use Class C2/C3 housing suitable for the elderly) with provision of: 1 a reserve site for either a new 3FE or 2FE primary school with playing fields (Use Class F1); 2 Up to 1ha of land for a neighbourhood centre, comprising 0.7ha with provision for up to 1,800 sq.m of commercial floorspace (up to 1000 sq. m Class E uses and up to 800 sq. m Class E/F1/F2 community uses) and up to 0.3 ha additional employment provision. 3 Provision of green infrastructure

including: 3 playing pitches (1 no. senior pitch and 2no. junior pitches), open space, parks, natural and semi natural green space, amenity green spaces, allotments and facilities for children and young people. 4 Preparatory works; provision of associated infrastructure including footpaths/cycleways and vehicular accesses; and associated engineering and landscaping works including SUDs. Outline application including access with all other matters reserved (a phased development with each phase being a separate and severable part of the development). *RESOLVED: Objection – although the site is not within Cromhall parish, it will adversely affect residents due to the additional strain on infrastructure in the area.*

2025/03/7.2 To note the following planning decisions

The following planning decisions issued by South Glos. Council were NOTED:

- i. P24/02362/F - Land at Rectory Lane, Tytherington - Installation of access track and 3no. areas of hardstanding/parking areas to facilitate change of Use of land from agricultural to 3no. dog walking fields (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) (Retrospective). *SGC decision: Refusal.*

2025/03/7.3 To consider response to the South Glos. Council Local Plan Regulation 19 consultation

It was RESOLVED that councillors should send comments on their allocated sections to the Clerk, who will transfer to the required format and submit.

2025/03/8 Items to note

2025/03/8.1 To receive report from SGC Ward Councillor

Cllr. John O'Neill was not present.

2025/03/8.2 To receive report from the Clerk

The clerk reported on various matters not addressed elsewhere in the meeting:

- Annual Parish Assembly date confirmed as Monday 14th April from 7:30pm at the village hall. Invitations have been sent out to speakers.
- Litter pick equipment ordered. Bags of rubbish will be collected from the Royal Oak.
- Bus shelters at Leyhill – works have started to remove the damaged shelter and replace with a bus stop. The shelter on the opposite side of the road will have its roof replaced at the same time as the existing roof is in poor condition and contains asbestos.
- Wessex Water reported that the emergency overflow at Townwell pumping station was last used in February 2021. When it is operational, water samples are taken both upstream and downstream of the discharge point.
- Request for pedestrian signage on Rectory Lane has been refused. It would set a precedent due to the numerous country lanes and single-track roads around this area, also would contribute to 'sign clutter'.
- Vehicle Activated Speed sign locations – the clerk has chased SGC again but still no response. Have escalated to the SGC Cabinet member responsible for infrastructure.
- Website accessibility statement has been updated. The clerk will be attending training on creating accessible documents.

2025/03/8.3 To receive external meeting feedback or other updates from councillors

Cllr Contractor attended the SGC Development Management Committee site visit and meeting for planning application P23/02597/F – Land north of Church Lane. The committee decided to refuse the application, but because it is a large site this decision needs to be ratified by the Spatial Planning Committee with site visit 31st March 10:15am and committee 3rd April 12:00. Cllr

Contractor will attend, as will John O'Neill.

Cllr Contractor also attend the Wickwar Quarry liaison group meeting. The quarry management are seeking to reduce the amount of lighting used; some lighting is needed as they have a significant amount of night working. At the moment the whole site must be lit but they are implementing new technologies so that lighting can be 'zoned' so only on where it is needed.

Cllr Daniel reported that the "Own our Oak" team have been in discussions with the current owner to discuss ways in which a community-led reopening might be possible. A public meeting is to be held on 8th April to update residents on the latest plans.

2025/03/9 Parish matters for decision

2025/03/9.1 To receive play area inspection report and consider action required, if any

It was confirmed that the replacement part for the seesaw has not yet been fitted but this should be done within the next few weeks. No other actions required.

2025/03/9.2 To consider action in relation to road conditions by the Earthworks site on B4058 north of Cromhall

Residents have reported frequent occurrences of mud/debris on the B4058 around the Earthworks site entrance. Highway drains are blocked due to the amount of debris swept into them. Some residents also report respiratory health issues which are suspected to be related to air pollution.

Cllr Contractor has been in contact with the Earthworks site and visited to view the current provision for debris containment, which seem inadequate.

It was RESOLVED that the clerk should contact SGC Highways to report blocked drains, Environmental Health re possible health concerns, and Planning Enforcement to request that action is taken to require the site to meet planning conditions.

2025/03/10 Council administration

2025/03/10.1 To review the Asset Register

It was RESOLVED to adopt the Asset Register as presented.

2025/03/10.2 To review the Data Protection Policy and Privacy Notices

It was RESOLVED that the Data Protection Policy and Privacy Notices should be re-adopted with no amendments.

2025/03/10.3 To note correspondence received and determine action required, if any

A query related to the council response to inclusion of traveller site on Rectory Lane in new local plan had been discussed earlier in the meeting.

2025/03/11 Finance

2025/03/11.1 To note payments made under prior approval and approve payments due

The payments schedule and invoices were checked and signed by Cllrs H Bryan and Woolley.

It was NOTED that the following payments had been made under prior approval:

Voucher	Description	Supplier	Total	Approval
280/281	Staff costs	Clerk		2024/11/11.3
283	Bank charges Feb	Unity Trust Bank	£ 6.00	2024/05/11.4

It was RESOLVED that the following payments should be made:

Voucher	Description	Supplier	Total	Power to spend
282	Replacement bench @ The Green	Glasdon UK Ltd	£ 631.63	LG (Misc Prov) 1976 s19
286	Web & email hosting April 2025-April 2026	Town and Parish Websites	£ 242.00	LGA 1972 s111
288	Fitting of replacement bench	Mark Woodward Ground-works Ltd	£ 168.00	LG (Misc Prov) 1976 s19

2025/03/11.2 To review financial reserves and consider virement of unused funds to earmarked reserve

The level of financial reserves was considered to be adequate. It was RESOLVED to create a new earmarked reserve for Road Safety, with the outstanding amount of £7673 from that budget line vired to the new reserve.

2025/03/11.3 To note clerk's contractual increase in salary scale point from 1st April

The increase in salary scale point, following successful performance review as recorded previously (minute ref. 2025/01/10.1) was NOTED.

2025/03/11.4 To consider obtaining a payment card for council purchases

Following consideration of the options presented, it was RESOLVED that the council should apply for a Pockit pre-paid debit card.

2025/03/12 Items for future agenda

No items raised.

2025/03/13 Meeting close

There being no further business, the meeting closed at 8:50pm.

The next meeting of the council will be held on Tuesday 29th April 2025. Items for the agenda should be with the Clerk by 22nd April.

Signed: (Chair of approving meeting)