

**Minutes of a meeting of CROMHALL PARISH COUNCIL held on
Tuesday 1st July 2025 at 7:30pm at Cromhall Village Hall**

Rescheduled from 24th June due to that meeting being inquorate

PRESENT: Councillors Hannah Bryan (Chair), Mark Bryan, Sarah Woolley

IN ATTENDANCE: Cllr. John O'Neill - South Glos. Council (SGC) Ward Councillor

MINUTE TAKER: Hannah Bryan

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

Signed copy held by the Clerk.

2025/06/1 PUBLIC PARTICIPATION

No members of the public were present.

2025/06/2 Apologies

Apologies were received from Cllrs. Cyrus Contractor, Mark Daniel and Daren Jeffrey.

2025/06/3 Declarations of interest and requests for dispensation

None received.

2025/06/4 Approval of previous minutes

It was RESOLVED that the minutes of the meeting of 20th May 2025 should be accepted as a true record. The minutes were duly signed by the Chair.

2025/06/5 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.

2025/06/6 To consider co-option to the vacant council seat

No candidates have come forward for co-option.

2025/06/7 Planning

2025/06/7.1 To review and resolve response to the following planning applications

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

- i. P25/01240/HH - 2 Heathend Cottages, Cromhall - Installation of air source heat pump to rear elevation. *RESOLVED: No objection.*

2025/06/7.2 To note the following planning decisions

The following planning decision issued by South Glos. Council was NOTED:

- i. P25/00782/RM - Land to the rear of South Face, Cowship Lane, Cromhall - Demolition of existing barns and erection of 1 no. dwelling with appearance, landscaping, layout, and scale to be determined. (Approval of Reserved Matters to be read in conjunction with outline permission P21/05331/O) (resubmission of P24/02551/RM). *SGC decision: Refusal*

2025/06/7.3 To receive update on Local Plan progress and reconsider previous decision to submit a letter to South Glos. Council regarding the lack of a current Local Plan

The clerk had reported that the Regulation 19 consultation on the draft Local Plan has now closed. Over 2,500 separate comments were received. SGC officers are now compiling these into 'like'

issues ready for submission to the Planning Inspectorate as part of the final approval process. It is expected that the Plan will be submitted for approval in September this year, though the independent examination process is likely to take some months.

The clerk had received a request to reconsider the previous decision (minute ref.: 2025/04/7.3) to submit a letter to SGC regarding the lack of a current Local Plan. Since neither of the planning lead councillors were present, it was RESOLVED to defer this item to the next meeting.

2025/06/8 Items to note

2025/06/8.1 To receive report from SGC Ward Councillor

Cllr. John O'Neill reported on the following:

The planning application for 47 homes on Church Lane has been refused; it is understood that the applicant intends to submit a new application rather than appeal the refusal decision.

Plans for another large development in Charfield have been approved. It is expected that works on the new station will start in August. An extension to Charfield school will be carried out during the summer holidays.

SGC have announced the move to three-weekly bin collections from May 2026.

2025/06/8.2 To receive report from the Clerk

The clerk had provided a written on various matters not addressed elsewhere in the meeting:

- Highways issues reported to the last meeting have been forwarded to SGC;
- Confirmation of which developments had funded the Community Infrastructure fund received in April 2025;
- New dog waste bins have been installed at Talbots End and Heathend Garage; these have been added to the existing localism contract and will be emptied fortnightly;
- Attended the SGC Planning Engagement forum. SGC officers are being pressured to make decisions more quickly, so there may be limited scope in future for extended timescales for submitting comments on planning applications.

2025/06/8.3 To receive external meeting feedback or other updates from councillors

No matters were raised.

2025/06/9 Parish matters for decision

2025/06/9.1 To receive play area inspection report and consider action required, if any

No new issues have been identified in recent inspections. It would be good to organise another 'clean the park' day over the summer.

2025/06/9.2 To agree installation of a memorial bench on Bibstone Green and consider replacement of the second bench

A group of residents wish to donate a new bench to the council, in memory of a well-known local resident. The new bench is intended to replace one of the existing benches on the parish council land at Bibstone Green in front of the Royal Oak. One of the residents will source and fit the bench at no cost to the council and it will become a council asset.

It was RESOLVED that permission should be given for the fitting of this memorial bench.

It was further RESOLVED that a second bench of the same model should be installed to replace the other old bench. The cost will £815.56 + VAT, with additional cost of around £200 + VAT for fixings and fitting in place. The second bench will be ordered and fitted alongside the memorial

bench, with the cost of the second bench passed on to the council along with a charge for fitting. Funds will be vired from the Open Spaces reserve into the working maintenance budget to cover the shortfall in the existing budget line.

2025/06/9.3 To consider quotation for installation of poles for deployment of Vehicle Activated Speed sign

As information was still awaited from SGC, it was RESOLVED that this item should be deferred to the next agenda.

2025/06/9.4 To resolve responses to consultations received:

2025/06/9.4.1 South Glos. Council – Dementia Strategy 2025

It was RESOLVED that Cllr H Bryan should respond on behalf of the council.

2025/06/10 Council administration

2025/06/10.1 To adopt an IT policy

It was RESOLVED this item should be deferred to the next agenda.

2025/06/10.2 To select an internal auditor for 2025/26 financial year

It was RESOLVED this item should be deferred to the next agenda.

2025/06/10.3 To agree change of date for next meeting to 29th July

It was RESOLVED that, since the clerk is not available on the planned date of 22nd July, the next meeting should be moved to 29th July 2025.

2025/06/10.4 To note correspondence received and determine action required, if any

No correspondence requiring action on the part of the council had been received.

2025/06/11 Finance

2025/06/11.1 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
327	Insurance premium	Zurich Municipal	£ 632.00	2025-05-11.2
328	Grass cutting- localism Q1	South Glos. Council	£ 248.18	2025-05-13.4
329	Bin emptying Q1			
333	Bank charges May	Unity Trust Bank	£ 6.00	2025-05-13.4

It was RESOLVED that the following payments should be made:

Voucher	Description	Supplier	Total	Power to spend
330	Install new dog bins	South Glos. Council	£ 984.54	Litter Act 1983 s5-6
331	Hall hire - annual assembly	Cromhall Parish Hall	£ 17.50	LGA 1972 s111
332	Gate closure mechanism	Online Playgrounds	£ 232.80	LG (Misc Prov) 1976 s19
334	Pocket cash load fee	Pocket	£ 2.49	LGA 1972 s111
335	Payroll admin Q1	PATA UK	£ 37.35	LGA 1972 s111

336	Grass cutting- tendered contract	South Glos. Council	£ 528.88	Open Space 1906 s9-10
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2025/06/12 Items for next agenda

Update on “Own our Oak” campaign.

There being no further business, the meeting closed at 8:15pm.

The next meeting of the council will be held on Tuesday 29th July 2025. Items for the agenda should be with the Clerk by 23rd July.

Signed: (Chair of approving meeting)