



CROMHALL PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON TUESDAY 22ND SEPTEMBER 2026 AT 19:30 AT THE VILLAGE HALL CROMHALL.

PRESENT.

Councillors Hannah Bryan (Chair), Cyrus Contractor, Mark Bryan, Daren Jeffery and Sarah Woolley.

In attendance: Clerk and five members of public.

Public Participation.

Ongoing road safety concerns around the Cotswold Homes site parking outside the Chapel impairing a clear view of the Bristol Road.

Query over height of new builds behind existing homes.

Queries raised about noise complaints and the purpose and value of the village green.

Question over use of S106 funds.

2026/09/22 No 1. To receive apologies for absence.

Cllr Daniel & Ward Cllr O'Neill.

2026/09/22 No 2. Declarations of interest (if any) and dispensations

None.

2026/09/22 No 3. To approve minutes and sign as correct records of the council meetings.

Minutes of 25th September 2026 were approved as a correct and true record and were signed by the Chair of Council.

2026/09/22 No 4. To receive report from Ward Councillor.

None.

2026/09/22 No 5. AGENDA ITEMS TO ACTION.

2026/07/27 No 5a. To consider co-option to the parish council.

Resolved to co-opt John Leonard to the parish council. The acceptance of office form was duly signed and Cllr Leonard was welcomed to the council.

2026/09/22 No 5b. To consider the council approach to Local Choice and Special Expenses. To agree:

- if the parish council wishes to retain the services of South Gloucestershire Council.
- If yes, agree to submit an expression of interest for wave 1 by 30th September 2026 deadline to secure the 10% first year discount.
- any other actions if applicable.

Resolved to submit an expression of interest form for wave 1 to retain the services of South Gloucestershire Council and secure the initial 10% discount.

2026/09/22 No 5c. To receive feedback from the Village Agent's and community hub meetings and agree any actions.

Cllr Woolley provided a verbal report on the village agents meeting. No further updates.

2026/09/22 No 5d. Bibstone Village Green:

I. To note crown lift.

Noted.

II. To consider correspondence received and agree any actions.

Pursuant to 1 (2) of the Public Bodies (Admission to Meeting Act 1960), it was **resolved** that, because of the confidential nature of the business to be transacted, item ii) will be deferred to the end of the meeting when the public and press will be requested to leave the meeting.

2026/09/22 No 5e. To receive correspondence relating to Varley Solar farm and agree representatives for the Varley Solar Farm Community Liaison Group (CLG).

Resolved to appoint Cllr Contractor as representative with Cllr Woolley as proxy representative.

2026/09/22 No 5f. To receive an update from the recent Tortworth meeting.

Report was noted.

2026/09/22 NO 6. AGENDA ITEMS TO NOTE.

2026/09/22 No 6a. To note items of correspondence:

- i. To note ALCA AGM is on Saturday 5th December 2026 10:00 - 12:00.
Cllr H Bryan to attend
 - ii. To note the agreed 2026/27 pay award. Backpay for former clerk has been actioned and payroll updated.
 - iii. To note ALCA training bulletin – all councillors were encouraged to consider training.
- Noted.

2026/09/22 No 6b. To receive and note feedback from external meeting or other updates from councillors.

- No other meetings attended. Quarry meeting due next month.
- Parish clerk's mobile phone has now been purchased.
- Hedgehog signs have been collected ready for distribution.

2026/07/26 No 7. PLANNING

2026/09/22 No 7a. Planning applications.

2026/09/22 7ai. P26/01867/F Land at Quarry View Bristol Road Cromhall GL12 8BJ

Demolition of existing buildings. Erection of 3 no. new dwelling with associated works.

Objection and comments submitted under delegated powers were noted.

2026/09/22 No. 7b. Planning decisions. To note.

None.

2026/07/27 No 7c. Planning enforcement and any other actions.

None.

2026/07/26 No 8. REPORTS

8a. To receive report from the Clerk.

- Picnic table for play area has arrived but needs installing.

- Dog bin licenses have been signed.
- Cllrs Contractor and Woolley have been added as bank signatories.
- Informed Royal Oak of Bibstone green tree works
- Liaising with South Gloucestershire Council's recommended training company for appropriate training to move the VAS. He can offer a one-day practical course suitable for councillor volunteers but has asked for photos of the VAS equipment fittings. Agreed to train Cllrs H Bryan and Jeffery and Cllr H Bryan will photograph fittings.
- Poppy wreath requires a donation of £27 payable by card.

2026/09/22 No 9. FINANCE

2026/09/22 No 9a. To approve contractual and other obligations for September 2026.

To note outstanding invoice paid on 1st September 2026 under delegated powers

Payee	Description	Net	VAT	Total
Arebee Signs 05474	Hedgehog signs	£60.00	£12.00	£72.00
South Gloucestershire Council 3900075486	Localism charges	£313.92	£62.78	£376.70
Total		£373.92	£74.78	£448.70

Authorised Cllrs H Bryan and Daniel.

Payee	Description	Net	VAT	Total
E Pattullo	Back pay rise	£23.03	£0.00	£23.03
D Dunning	pay	£590.32	£0.00	£590.32
Greenways Grounds Maintenance	Grass cutting 1964	£270.00	£54.00	£324.00
PATA	Payroll services 26/0101/PPS	£74.40	£0.00	£74.40
HMRC	TAX & NI	£207.28	£0.00	£207.28
West Country Forestry	Hawkers Knapp works 1281	£1,450.00	£290.00	£1,740.00
West Country Forestry	Bibstone green works 1280	£210.00	£42.00	£252.00
D Jeffery (refund for phone)	mobile phone for clerk	£69.42	£13.88	£83.30
Total		£2,894.45	£399.88	£3,294.33

All invoices checked against payment list – Cllr Jeffery.

Resolved to approve the payment Cllrs Contractor and H Bryan to authorise.

Direct debits

Supplier	Goods	Net	VAT	Total
Unity Bank	charges	£7.00	£0.00	£7.00

2026/07/26 No 9b. To receive and agree reconciliations for August 2026.

Reconciliation checked against bank statements – Cllr Jeffery.

Balance per bank statements as at 01/08/26	£
Unity Bank current	£320.65
Unity Instant access savings	£83,234.07
Pockit card	£31.24
Unity Bank current	
Less: payments for August 2026	£54.00
internal transfer	£4,500.00
Plus: Unity income for August 2026	£29.95

Balance as at 31/08/26	£4,796.60
Unity Bank instant access savings	
Less: payments for August 2026	£0.00
internal transfer	£4,500.00
Plus: Income for August 2026	£0.00
Balance as at 31/08/26	£78,734.07
Pockit card	
Less: payments for August 2026	£31.24
Plus: income for August 2026	£0.00
Balance as at 31/08/26	£0.00
Balance as at 31/08/26	£83,530.67

Resolved to agree reconciliation

Figure 1 Print screen of all accounts at 31st August 2026

Total receipts	78,734.07	4,850.40	1.49		0.00	54.00
Less: payments in month	0.00	54.00	1.49		0.00	8,854.95
Balance c/fwd	78,734.07	4,796.40	0.00			
	A	B	C			
Combined balance	83,530.47	D		Bank rec at 30 6 26		
				Unity savings	78,734.07	
				Unity	4,796.40	
				Pockit	0.00	
					83,530.47	
Balance as at 1st April 2026	68,960.03			Less uncleared chqs		
Plus: receipts in year to date	23,519.17					
Less Payments in year to date	8,948.73					
Balance as at 31st August 2026	83,530.47	E			83,530.47	F
				F should equal D & E	Diff	0.00

Figure 2 Print screen current account balance at 31st August 2026

Account Statement

01 August 2026 to 31 August 2026

Account Name:

Cromhall Parish Council

Sort Code:

608301

Account Number:

Swift Code (BIC):

NWBKGB2L

IBAN:

GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£320.65	£54.00	£4,529.75	£4,796.40

Figure 3 Savings account balance at 31st August 2026

01 August 2026 to 31 August 2026

Account Name: Cromhall Parish Council
Sort Code: 608301
Account Number: [REDACTED]
Swift Code (BIC): NWBKGB2L
IBAN: GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£83,234.07	£4,500.00	£0.00	£78,734.07

Members of the public left the meeting for this confidential session.

2026/09/22 No 5d. Bibstone Village Green:

- ii. **To consider correspondence received and agree any actions.**

Legal advice was reviewed.

Resolved Cllrs Woolley and H Bryan to action.

The meeting closed at 21:00

Date of next meeting 20th October 2026