

Minutes of the proceedings of the Siston Parish Council meeting held on Thursday 15th August 2019 commencing at 7.30pm (view online at www.sistonparishcouncil.org.uk)

Present - Councillors' Andrew Stacey, Alan Bryant, Pippa Gibbs, Becky Tose, James Hackett and District Councillor Steve Reade.

The Chair, Andrew Stacey, welcomed all and asked for those members present to introduce themselves.

58. Apologies for Absence

Received from Cllr. Paul Jermy and District Councillor Ben Stokes.

59. Declarations of Interests under the Code of Conduct adopted 19th July, 2012

Cllr. Bryant in relation to Kingsway Park.

60. Minutes of the Meeting of Thursday 18th July 2019

Resolved: the minutes were passed and duly signed by Cllr. Stacey as a correct record.

61. Public Participation

Four residents present:-

A resident asked if the litter bin in the car park near the kennels, Siston Hill could be relocated to a more noticeable location.

ACTION: District Councillor Steve Reade to follow up.

Siston Lane resident to express continuing concerns regarding the safety of pedestrians, cyclists and horse riders using Siston Lane and the neglect of the Conservation Area. The resident asked that the parish council work with Siston Residents Group. The Chair asked about the possibility of using/creating a right of way for pedestrians on privately owned land adjacent to Siston Lane, it was suggested no through route signs to stop HGV's and advising of local access only could be an option, Cllr. Hackett suggested any Lottery funding application for the improvement of Common Land might also include traffic management.

District Councillor Steve Reade advised members he had visited the resident who reported being hit by a car and had asked that he report the matter to the police even though he had no details of the car/driver and agreed asking landowners for access rights for pedestrians should be pursued but suggested other road closure schemes had not been successful.

ACTION: District Councillor to make enquiries of Highways, SGC about the

possibility of signage to control size and type of vehicular access.

The District Councillor said that Conservation featured as part of the Local Plan and that he had asked for all Conservation Areas to be reviewed.

A representative from Friends of Siston Commons said Ancient Common Land signs were in situ, more were needed for which funding was being sought. Also in attendance to answer any questions members may have about the grant application to be considered later.

62. Matters arising

a. Defibrillator – Cllr. Stacey confirmed he had familiarised himself with and felt confident to act as the first Guardian for the parish council but that getting the equipment back in to use for the emergency services had been delayed due to waiting for the access code details. The Clerk confirmed the annual service fee invoice had been received and would be presented for approval.

b. Warmley Community Centre – the Clerk advised that CVS advised the CIO application was awaiting final details prior to presentation to the Management Committee.

c. Siston Lane – covered earlier under Public Participation.

d. Form of Indemnity – to site bench in Felicity Park – Clerk advised the final agreement had not yet been received from Open Spaces – this had been followed up twice with SGC, Clerk to follow up again.

e. Litter bins – purchase of 2 new bins – no pricing information received from SGC since first request to purchase/install made in June, followed up mid – July – Clerk to continue to follow up.

f. Transfer of electricity supply from Npower to Eon – delayed due to an employee being on paternity leave.

g. M4 J18a – update received from District Councillor Steve Reade to say no final decision had been made so both options still live. SGC, members, public and MP's had made representations, District Councillor confirmed he would continue to push for the Lyde Green option.

63. Co-option

a. Members welcomed the co-option candidates John Hunt and Jonathan Maytham.

Resolved: members approved the co-option of both candidates.

John Hunt and Jonathan Maytham each signed the Declaration of Acceptance of Office as did Cllr. Tose who was unable to attend the July meeting, this being the first meeting following nomination, due to holiday commitments.

64. To appoint members to Committees and appoint representatives for external local groups.

RESOLVED: members were appointed as follows:

Council Committees:

Finance Committee – Cllrs. Stacey, Hunt and Gibbs.

Planning Committee – Cllrs. John Hunt, Paul Jermy and Jonathan Maytham.

Allotment Committee – Cllrs. Andrew Stacey, Alan Bryant and Paul Jermy,

External groups:

Commons Guardian/Friends of Siston Commons – Cllrs James Hackett and Becky Tose.

Town & Parish Council Forum – Cllr. Andrew Stacey

Warmley Community Centre – to be confirmed – Chair to discuss with Cllr. Jacque Stephens.

Frere's Almshouses – Cllr. Jonathan Maytham.

Community Engagement – Parkwall & Warmley Ward – Cllr. Jonathan Maytham, Boyd Valley Ward – Cllr. Becky Tose and New Cheltenham Ward – Cllr. Pippa Gibbs.

Community Garden Group inc. Signal Box – Cllr. Becky Tose.

Heritage Museum – Cllr. Alan Bryant.

ACTION: Clerk to provide contact details to members and advise external groups of appointments made.

65. Commons

a. Cllr. Hackett provided members with an update on Friends of Siston Commons activities – next meeting 10th September with the aim of encouraging new members to join, 28th September working group and his intended attendance at the South Glos Friends Forum 5th September.

Cllr. Hackett advised members that meetings with the Commons Stewardship Officer, SGC following elections had not been resumed to date.

ACTION: District Councillor Steve Reade to help to re-instate.

66. Warmley Forest Park – condition of pond.

a. District Councillor Steve Reade had spoken to Open Spaces and was told the pond would be dragged to clear the weeds and was to chase the Environment Agency about the repair work needed on the sluice gate.

ACTION: District Councillor to continue to liaise with Open Spaces and the Environment Agency.

67. Crane Close – overgrown trees

a. The Clerk informed members, information had been sought on a number of occasions from the SGC Tree Officer following his visit to the site on 28th June to assess if works should/could be arranged but to no avail. Cllr. Hunt provided members with photographs showing the extent of the problem which will be forwarded to the Clerk.

ACTION: Clerk to refer the matter to District Councillors Sam Bromiley and Elizabeth Bromiley.

68. Change of condition attached to Planning to allow parking - Scout Hut, Warmley Forest Park

a. Members reviewed the correspondence received from Open Spaces which suggested that, following recent vandalism at the Scout Hut, opening the area to allow more parking may be subject to objections. Members believed that the car park being in more frequent use could have a positive impact on relieving parking pressures locally and may help to reduce vandalism at the site and therefore wished to pursue the change of condition.

ACTION: The Chair, Andrew Stacey to contact District Councillor Sam Bromiley to discuss and seek his assistance in arranging to change the condition attached to planning.

69. Grant application

NB Cllrs James Hackett and Becky Tose made Declarations of Interest with regard to this item being members of the Friends of Siston Commons group.

a. Members received and reviewed the grant application received from the Friends of Siston Commons group requesting a grant of £500.00 to cover estimated annual running costs of the group and purchase of equipment. Members asked the Friends of Siston Commons representative if actual costs detailing how the money was spend could be provided when purchases were made as public funds needed to be accurately accounted for which the representative agreed could be provided. Members agreed the work of the group was vital and much appreciated.

RESOLVED: members unanimously approved the full grant of £500.00 therefore, Clerk to arrange payment for approval at the September meeting.

70. Litter bins

a. Members were advised of the continuing problem of dog waste overflowing the litter bin located in the Brunel Close play area. The District Councillor Steve Reade said that, from a health and safety point of view, this was unacceptable.

ACTION: District Councillor to arrange for litter bin to be re-located.

b. Members reviewed a residents suggestion to re-locate the litter bin sited at the five bar gate on Siston Common to the bench near the football pitch but felt the bin at the five bar gate being an entrance and exit from the Common should remain in situ and therefore considered the purchase of an additional bin.

RESOLVED: members approved the purchase of an additional litter bin to be located near the bench.

71. Finance

a. Members were provided with the 2019/20 account summary and, once checked, the HSBC statements were duly signed by the Chair.

72. Planning

a. Planning Applications – see attached.

b. Planning Decisions – see attached.

73. Correspondence

a. South Glos Council – information regarding new dog fouling legislation with posters attached.

ACTION – forward to Cllr. Bryant for display on noticeboards.

b. ALCA – notification of AGM.

ACTION – Cllr. Maytham volunteered to attend to represent the parish council.

c. Resident – query regarding recent nominations and subsequent election to the council and to report poor condition of the pond in Felicity Park.

ACTION: Clerk confirmed the query had been answered and the condition of the pond reported to Streetcare for attention.

d. Resident – to express concerns regarding Siston Lane and Conservation area – resident attended meeting therefore this matter was addressed earlier under Public Participation.

e. Volunteer – Planning for 5 caravan bases at Kingsway Park – copies of correspondence to South Glos Council and to landowner and a request that a parish councillor be appointed to liaise with/between interested parties.

RESOLVED: Cllr. John Hunt appointed to act as representative, Clerk to inform the volunteer, Cllr. Hunt to arrange meeting.

74. Accounts for Payment

a. Members were advised that the 2nd instalment for the bund payment £11,045.72 to SGC approved for BACS payment at the July meeting subsequently had to be arranged by cheque as the amount exceeded HSBC daily limits – Cllrs. Stacey, Bryant and Stephens signed the cheque.

RESOLVED: members approved the decision to raise the cheque in order to meet payment terms.

Cllrs Stacey, Bryant and Gibbs were instructed, by Council, to authorise the on-line and cheque payments for the following items as set out on monthly reconciliation approval form:

1. NEST pension provider – auto enrolment – Direct Debit - £115.13
2. Oldland Parish Council – tarmac repair at Skate Park - £474.00
3. E. Kenny – salary, expenses - £1340.78
4. Mr M Batchelor – cheque – bus shelter cleaning - £75.00
5. CPRE – affiliation - £36.00
6. Mr F A Bryant – allotment access keys - £10.00
7. AED – defibrillator - £34.20
8. South Glos Council – localism charge - £74.00

75. Any Other Business – for information purposes only

a. Cllr. Stacey – to ask the Finance Committee to arrange a meeting at the earliest opportunity.

b. Clerk – update following recent attendance at Skate Park de-brief meeting.

c. Cllr. Bryant – allotment prize giving – non-attendance at Warmley Flower Show.

ACTION: Finance Committee to review in conjunction with proposed gardens projects.

d. Cllr. Bryant – allotment plot not being worked and notice to quit challenged.

ACTION: Cllrs. Bryant and Stacey to arrange to meet with tenant on his return from work abroad, Clerk to facilitate meeting date.

e. Cllr. Bryant – footpaths – usually walked by members to check access/safety.

ACTION: Cllr. Bryant to forward footpath maps to councillors for walks to be completed in the near future and issues reported back to Clerk.

f. Cllr. Hunt – Joint Spatial Plan – request to agenda item for review September.

Date of next meeting: Thursday 19th September, 2019 - 7.30 pm

Meeting closed at 21.45

Confirmed and signed Chairman.....

Date.....