

**Minutes of the proceedings of the Siston Parish Council meeting held on Thursday 21<sup>st</sup> February 2019 commencing at 7.30pm (view online at [www.sistonparishcouncil.org.uk](http://www.sistonparishcouncil.org.uk))**

**Present** - Councillors' John Hunt, James Hackett, Alan Bryant, Andrew Stacey, Paul Jermy, Pete Goodman and Ian Adams.

**173. Apologies for Absence received** – Cllr. Smith.

**174. Declarations of Interests under the Code of Conduct adopted 19<sup>th</sup> July, 2012**

None declared.

**175. Minutes of the Meeting of Thursday 17<sup>th</sup> January, 2018**

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

**176. Public Participation**

One resident in attendance who informed members that the newly replaced bend warning sign on the sharp bend near Sunny View kennels was destroyed when a car came off the road.

**Resolved:** Clerk to report matter to Highways, SGC.

**177. Matters arising**

a. Wreaths/poppies – Cllr. Hunt confirmed he would remove the poppies and wreaths as agreed on 1<sup>st</sup> March but asked members if they felt the small crosses should be removed too.

**Resolved:** members agreed all items should be removed as people place new ones to commemorate birthdays and Remembrance.

**178. Common Land**

a. Cllr. Hackett updated members on:

1. Re-instatement of Common Land at 32 Siston Common where Common Land had been removed to provide for a driveway – Matthew Lipton, Commons Stewardship Officer felt the work had not been done to a satisfactory level and has contacted the landowner again.

2. Work at Webbs Heath and Siston Common to remove brambles will be done by inmates of Leyhill Prison.

3. The Conservation Volunteers (TCV) have organised a Corporate Day. Cllr. Hackett advised that the TCV scheme of works runs out end March – further funding necessary.

4. Friends of Siston Commons had registered to be part of the Fields Picnic Day event which it is hoped will be held on the Common near the Beacon – more details

to follow.

5. Signage had been agreed to a height of 1.3 mtrs and a quote for 7 had been requested.

Members thanked Cllr. Hackett for his dedication.

**179. Allotments**

a. Members were informed that £720.00 of the expected £760.00 from rents had been received – 1 plot had been given free of charge for 2019 due to the plots poor condition and 1 plot was vacant.

b. As the waiting list now had just one resident listed who is unable to take-up a plot at this time, a poster was due to go on display to seek interest from residents.

c. Members were informed that 2 plot holders had failed to return signed tenancy agreements after numerous reminders.

**Resolved:** Clerk to write to inform tenants that if a signed tenancy agreement is not received within 14 days their tenancies will be terminated.

**180. Asset checks**

a. Clerk confirmed Cllr. Adams had provided update on checks of allocated assets. Cllr. Jermy assured members he would provide an update on his allocated assets within the next few days.

b. Cllr. Hunt informed members he had visited the damaged Welcome to Warmley sign and, whilst it was slightly bent, he felt it did not detract from the message and that the structure was firm and secure therefore, he felt it was not necessary to arrange for what could be expensive repairs at this time.

**Resolved:** members agreed.

**181. Parish Plan**

a. Members, having received a copy of the summary version Parish Plan publication, reviewed the content and made suggestions for improvement. Members agreed that the publication should be widely distributed with senior Officers at SGC and could prove invaluable from a planning perspective and that the Friends of Siston Commons would find the Parish Plan valuable in securing grant funding and getting the message across about the important work of the group.

**Resolved:** Clerk to finalise publication and arrange to obtain a quote for printing 300 copies in order for members to consider and approve at the March meeting.

**Resolved:** Clerk to arrange for the formal adoption of the Parish Plan to appear as an item on the March agenda.

**182. Newsletter 2019**

a. Cllr. Hunt gave members an update of the topics he had prepared articles on.

The Clerk confirmed local groups had been approached to provide articles and it was hoped these would be received within the next 2 weeks as the newsletter will be compiled in readiness for members approval at the March meeting.

**Resolved:** newsletter publication and quote for printing and distribution to be made available for approval at the March meeting.

#### **183. Finance**

a. Members were provided with a copy of the 2018/19 accounts summary.

#### **184. Change of condition ref. parking near Scout Hut, Warmley Forest Park**

a. Cllr. Adams informed members he had spoken with Tina Rainey, Open Spaces, SGC about the possibility of arranging to change the condition attached to previous planning consent to allow for the car parking facilities near the Scout Hut to be used by other visitors to the site. Cllr. Adams told members that Tina Rainey intended to make this request via Property Services.

**Resolved:** Clerk to arrange for this item to appear on the March agenda for an update on progress.

#### **185. Planning**

a. Planning Applications – see attached.

b. Planning Decisions – see attached.

#### **186. Joint Local Transport consultation**

a. Members, having received details of the consultation prior to the meeting, gave consideration to the consultation.

**Resolved:** no comments to be lodged.

#### **187. Correspondence**

a. SGC – footpath upgraded to bridleway Cann Lane to Highfield Farm.

NOTED.

b. SGC – consultation Early Help Strategy for Children, Young People and Families.

NOTED.

c. SGC – consultation Street Trading Policy review.

Cllr. Stacey requested to receive further details, Clerk to arrange.

d. SGC – consultation Planning Services Review.

NOTED – to be considered under item on Town and Parish Council Forum.

e. SGC – Active in Life – flyer to promote activities and information.

Cllrs. Bryant and Hackett requested to receive further details, Clerk to arrange.

d. Images By Hand – company promoting the services of a hand drawn parish map to show tourist sites, public footpaths etc at a cost of £500.00.

**Resolved:** Clerk to contact the company to ask if cheaper options are available and the turnaround time to produce the map then add to the March agenda for further

consideration by members.

#### **188. Warmley Community Centre**

a. In the absence of Cllr Smith, Cllr. Adams advised he did not attend the recent meeting but had received information on the quotes requested to improve the CCTV coverage of the car park and that of the 5 options, the option providing for 2 additional cameras at a cost of £1,280.00 + VAT was felt to be the preferred option.

**Resolved:** members to review further when 2019/20 projects are considered.

#### **189. Members External Committees**

Updates received:

a. Cllr Adams – SGC, full council which, most notably, considered the 2019/20 budget and access improvements at Mangotsfield Sort It Centre.

b. Cllr. Bryant informed members the Siston Church Trust Fund had been formally closed via the Charity Commission.

c. Cllr. Hackett attend the Siston Residents Group Forestry Commission visit and the SGC Volunteers event held at Aerospace.

b. Cllr Hunt, having provided members with a report prior to the meeting, gave further information on:

1. SGC's Doing More Together programme

2. SGC's Planning Review and recommended comments be lodged on:

- Differing and confusing interpretations of Green Belt policy

- changes to planning permission decisions/conditions not being reported to parish councils

- planning encourages and approves too high a level of cycle provision in comparison to car parking for employees

3. Community Safety Project Officer team

4. Cllr. Hunt raised the issue of the rise in violent incidents occurring on the Bristol to Bath Railway Path as raised by Cllr. Adams

5. Reported that ALCA have appointed 2 Planning Consultants that member councils can contact for assistance on major planning applications

#### **190. Accounts for Payment**

1. Members were advised that, as the final invoice from Nick Carter for work on the Parish Plan of £500.00 had been received just prior to this meeting, it was not included on the Monthly Reconciliation form therefore, their permission was sought to approve payment.

**Resolved:** members approved payment of final invoice.

2. Members were advised that the Clerk had included a claim for 6 hours overtime in relation to producing the Parish Plan which had in total taken 27.5 hours to complete but because it was a 5 week month and there were no other major projects the majority of the time taken was accommodated in normal working

hours.

**Resolved:** members approved the claim for overtime.

3.Councillors' Hunt, Goodman and Adams were instructed, by Council, to authorise the on-line/cheque payments for the following items as set out on monthly reconciliation/cheque approval form and, Nick Carter, Consultant's invoice:

1. NEST pension provider – auto enrolment – Direct Debit - £112.86
2. Warmley and Siston Community Gardens – grant - £250.00
3. E. Kenny – salary and expenses – on-line payment - £1,386.93
4. Mr A Stacey – wooden pegs – allotments - £14.10
5. Oldland Parish Council – JPF Skate Park – third party funding - £1,196.00
6. Oldland Parish Council – JPF recharge expenses - £483.00
7. Mr M Batchelor – bus shelter cleaning - £75.00
8. Mr F A Bryant – twine – allotments - £16.24
9. Warmley Community Centre – room hire - £46.00
- 10 Eurooffice Ltd – printer ink - £45.33
11. Mr N Carter – Parish Plan consultant - £500.00

**191. Any Other Business** – for information purposes only

No matters raised.

**Date of next meeting: Thursday 21st March , 2019.**

**Meeting closed at 21.35**

**Confirmed and signed Chairman.....**

**Date.....**