

**Minutes of the proceedings of the Siston Parish Council meeting held on
Thursday 19th December 2019 commencing at 7.30pm
(view online at www.sistonparishcouncil.org.uk)**

Present - Councillors' Andrew Stacey (Chair), John Hunt, Alan Bryant, Jacque Stephens and District Councillors Steve Reade and Sandie Davis.

126. Apologies for Absence

Received from Cllrs. Paul Jermy and Becky Tose.

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

Cllr. Bryant declared an interest in the Heritage Museum grant application.

128. Minutes of the Meeting of Thursday 21st November 2019

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

129. Public Participation

Two residents in attendance – one to express continuing concerns regarding encroachment on Bridgeway Common - informed the Commons Stewardship Officer, South Glos Council had been contacted and planned to address plus, District Councillor Steve Reade advised he would follow up. The other resident said the bridge warning signs at Brook Road bridge had still not been put in place by Highways, South Glos Council – Clerk to follow up and include District Councillor Sam Bromiley in correspondence.

130. Mangotsfield Sort It Centre

The South Glos Council Project Co-ordinator provided a presentation on the proposed expansion plans of the Sort It Centre including the need to purchase a parcel of Common Land and the diversion of a Public Right of Way. If the purchase of the land, diversion of footpath and planning were approved, works were likely to start in 2020? Questions and answers were welcomed:

Cllr. Bryant – suggested name of site be changed to Siston.

Cllr. Hunt – had concerns and reservations about the diversion of the RROW believing this path to have higher protection as it was an 'enclosed' footpath which meant South Glos Council had an obligation to safeguard the route and provide an adequate footway. Cllr. Hunt said the proposed footpath should be replaced like for like and suggested the new PROW be inside the boundary and remain protected. Also, concerns regarding excessive lighting at the site at night and for the need for lighting to be operated by sensors rather than on continually.

The Project Co-ordinator said he would discuss the status of the PROW, review the lighting and possible name change of the site.

131. Matters arising

None raised.

132. District Councillor reports

a. District Councillor Steve Reade in attendance:

- Siston Lane – more accidents reported – unable to pursue during purdah but confirmed a meeting had been arranged to review with Highways, South Glos Council section of road between bridge and Shortwood Road where incidents occurred.
- Relocation of litter bin near Sunny View kennels – will follow up
- Pond, Warmley Forest Park – Environment Agency responsible for the repair of the sluice gate and, once works completed, will be signed over to South Glos Council. To be followed up.
- Brunel play area litter bin believed to have been relocated – Cllr. Stacey to visit site to confirm.

Cllr. Bryant asked District Councillor Reade to comment on current position with regard to J18a and Councillor Reade confirmed that there was no support at South Glos Council for the junction to be sited at Pucklechurch.

ACTION: Clerk to contact District Councillor Sam Bromiley for an update on outstanding matters – parking at Scout hut and overgrown trees at Crane Close.

133. Bund funding

a. Clerk advised members no reply had been received from Ben Burton (relevant Cabinet Member, South Glos Council) to correspondence confirming SGC Officers and Councillors had repeatedly stated that the bund in Siston could not be funded by SGC as it would set a precedent and that this factor alone was used to justify no shared funding and so the decision to fund identical work at Alveston was viewed as a total reversal of this stance. Siston Parish Council having met the total cost of the bund, in excess of £18,000.00, and, in the process, had saved SGC thousands of pounds in not having to deal with 3 – 5 traveller encampments each year and members should now request these savings be recognised by way of a late contribution towards the cost of the bund.

RESOLVED: Clerk to write to Ben Burton again to request a response and copy in Toby Savage, Council Leader.

134. Commons

a. In the absence of Cllrs. Hackett and Tose, item to be deferred to a later date.

135. Charitable donation requests

a. (NB Cllr. Bryant restated an interest) Grant application received from the Heritage Museum to request a donation of £500.00 towards the cost of £1,500.00 to purchase a defibrillator. Cllr. Stacey asked Cllr. Bryant if the defibrillator would be accessible to the general public. Cllr. Bryant said it was originally intended it be sited inside the museum but acknowledged the value of the defibrillator being sited outside to allow greater access and confirmed this would be reviewed with colleagues.

Members were advised that, whilst the application form stated no previous assistance had been received, a grant of £875.00 was provided for the installation of fire doors in 2014 and financial assistance on a number of occasions to provide OAP Christmas lunches.

Resolved: members approved the full grant request of £500.00.

b. Grant application received from Warmley Community Centre to request a donation of £1,000.00 to allow for expansion of the CCTV to cover the car park to improve security and reduce anti-social behaviour. It was noted this had been identified by an ex-councillor and approved for inclusion as a project and as such was budgeted for during 2019/20 but that, following the May elections and change of council members it was felt prudent to re-assess the project.

Members were advised that, whilst the application form stated no previous assistance had been received, a grant of £325.00 was provided for the refurbishment of the Committee Room in 2015.

Resolved: members approves the full grant request of £1,000.00.

136. Finance

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

b. Members reviewed the estimated yearend financial position with a view to determining whether an additional bench could be provided to replace a well-used broken/rotted bench removed from the Signal Box. Whilst the election costs were still unknown but could be significant at around £7,000.00 it was estimated almost £3,000.00 could be available at yearend.

Resolved: members approved the purchase of an additional bench at a cost of around £400.00.

c. Members received the quotation for the restoration of the Raleigh-Humber cycle sign detailing £2,500.00 labour and £600.00 materials = £3,100.00 +VAT. It was noted the quote provided only brief details and that, under separate communication, it was noted the soundness/integrity of the gable end would only become known once scaffolding was erected and could impact the final cost.

District Councillor Reade advised members, having reviewed the conditions attached to planning stated the sign be 'retained' and that the responsibility should lie with the developer. Cllr. Hunt explained that advice had been sought from

senior planning Officers and it became clear that the condition could not be enforced and South Glos Council had written to the freeholder who confirmed the work could be arranged but no financial contribution would be forthcoming. Members agreed the sign was of historical importance and local significance.

Resolved: members approved the quote in principle but would ask the contractor, once scaffolding was in place, to confirm the final cost once the extent of work was fully understood.

Resolved: members approved the cost of works be included in 2020/21 budget/Precept request.

d. Members reviewed the budget and Precept Justification documents as provided at the November meeting detailing a Precept recommended of £40,000.00 with the shortfall of £2,130.00 to be accommodated from cash reserves. Given approval of the restoration of the cycle sign, it was understood the Precept would need to be adjusted and, it was suggested, increased to £44,000.00.

A resident asked if it was usual to show an increase of 10%. It was explained that projects are usually put forward by members for consideration at the August/September meetings when members decide which projects to budget for but the deterioration of the cycle sign was only brought to the attention of members by concerned residents in October and following research for suitable contractors a quote was received on 2nd December hence the late addition of this project.

It should be noted, due to the specialist nature of the sign writing works, only two local contractors had been identified but only one had offered to provide a quote hence the single quotation.

Resolved: members unanimously approved the 2020/21 Precept be set at £44,000.00.

e. Members reviewed the Asset Register noting the addition of litter/dog waste bins at 9 and additional benches taking the total number to 32.

Resolved: members approved updating the Asset Register and for the total replacement value to be amended accordingly.

f. The Clerk advised members that the Safeguarding telephone interview had been completed successfully and assurances given that the council's HSBC bank accounts would remain operative.

137. Planning

a. Planning Applications – see attached.

b. Planning Decisions – see attached.

138. Allotments

a. The Clerk advised members that the rent invoices had been issued to tenants on 1st December and that 15 tenants had arranged payment with 16 outstanding. Total received to date of £380.00 of an expected £780.00. Reminder notices would

be issued at the end of December to tenants who had failed to pay or provide a signed tenancy agreement. Members considered introducing an admin fee to late payers, to be considered further at a later date.

139. Correspondence

a. Resident – to report road traffic accidents on Siston Lane – covered earlier – District Councillor Reade arranging review with Highways, South Glos Council.
b. ALCA/NALC – consultation – Strengthening police powers to tackle unauthorised encampments. Cllr. Hunt advised he had read the documents and suggested the parish council arrange to respond positively to the consultation and provided members with suggested responses to each question. It was noted the powers provided for unauthorised encampments to be regarded as trespass, a criminal offence.

Resolved: following a vote, 3 to 1 in favour of responding as suggested by Cllr. Hunt.

c. Resident – to report a road sweeper emptying its contents on to Common Land which was reported to South Glos Council upon receipt and reassurance received that the relevant manager would deal with the matter.

d. Power for People – request to support the Local Electricity Bill.

Resolved: not to support.

e. Community Engagement Forum – details of changes following Ward boundary changes.

NOTED.

ACITON: Clerk to enquire about which Forum an attending resident came under as currently unclear.

f. Resident – to express concerns about the appearance of the bus shelters on Anchor Road and a suggestion that the plastic sheets be supported by metal posts.

ACTION: Clerk to inform the resident the bus shelters had been checked and found to be in relatively good condition and that there were no immediate plans to add metal posts at this time.

g. South Glos Council – Advice on dealing with illegal off road motorcycling.

ACTION: forward to Cllr. Hackett and Tose for distribution to Friends of Siston Commons group.

ACTION: arrange to include in council newsletter.

h. Resident – pond in Warmley Forest Park – considered earlier under District Cllr. Reade update.

i. Resident – to enquire and express concerns about the Siston Lodge planning application comments lodged.

ACTION: Cllr. Hunt to provide Clerk with a response from a planning perspective.

140. External Committees

No reports received.

141. Accounts for Payment

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

1. NEST pension provider – auto enrolment – Direct Debit - £115.13
2. Mr M Batchelor – bus shelter cleaning - £75.00
3. E. Kenny – salary & expenses - £1,365.32
4. HMRC – PAYE tax and NI - £899.36
5. South Glos Council – bin emptying quarterly charge - £74.09
6. Mr J Hackett – bench fixing materials - £42.85
7. South Glos Council – purchase and installation of 3 litter bins - £1,730.81
8. Great Western Recycling – skip hire allotments - £240.00

142. Any Other Business – for information purposes only

a. Cllr. Bryant suggested some improvements to the council website – inclusion of councillor photographs and better photographs generally. Cllr. Bryant asked for permission to use photographs taken of the parish by councillors in 2000.

b. Cllr. Stephens asked for the level of traffic and resultant pollution on A420 to appear as an agenda item for review.

Date of next meeting: Thursday 16th January, 2020

Meeting closed at 21.35

Confirmed and signed Chairman.....

Date.....