

Minutes of the proceedings of the Siston Parish Council meeting held on Thursday 20th February 2020 commencing at 7.30pm (view online at www.sistonparishcouncil.org.uk)

Present – Parish Councillors Andrew Stacey (Chair), John Hunt, James Hackett, Alan Bryant, Pippa Maytham and Jonathan Maytham and District Councillors Steve Reade and Sandie Davis.

161. Apologies for Absence

Received from Cllr. Paul Jermy.

162. Notification of resignation

a. Members were advised that Jacquie Stephens had resigned due to long term and on-going health issues. This meant that there were now two vacancies one of which was advertised recently with a closing date of 14th February with one expression of interest received and this second vacancy advertised with a closing date of 6th March 2020.

Resolved: if no nominations received, members will look to fill both vacancies at the March meeting.

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

None declared.

164. Minutes of the Meeting of Thursday 16th January 2020

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

165. Public Participation

Three residents in attendance to observe proceedings.

166. V E Day event

NB Item taken at an earlier point to allow presenter to leave meeting in a timely fashion.

The organiser, working on behalf of the parish council, gave members a presentation of what had been considered to date:

- Date – Friday 8th May 2020 (Bank Holiday)
- Venue – Warmley Forest Park
- Entertainment – music, stalls, beacon lighting
- Costs – estimated at £5,231.00 – members reviewed the grant possibilities – MAF, South Glos Council and neighbouring parish councils

Members were advised a planning meeting had been arranged with interested

groups 25th February 2020.

Resolved: members unanimously approved the plan as outlined and what was being considered in terms of entertainment (concerns were expressed about the cost of the skate park demo at £2,400.00) but with the proviso that the cost of the event be met from the parish council allocated budget of £2,000.00 with the remainder £3,000.00 + being met from grant funding.

Action: Clerk to be provided with cost estimates and advised of which grants to access for which amounts to meet the South Glos Council deadline of 6th March.

Action: Clerk to be provided with an editorial article promoting the event for inclusion in the April newsletter.

167. District Councillor reports

a. District Councillor Steve Reade advised members that, following 4 vehicle collisions with pedestrians and the potential for a fatality to occur, possible traffic calming measures, in conjunction with Highways, SGC had been considered for Siston Lane. Members were advised the proposals were draft only at this stage, for discussion only, and did not, as yet, feature as a programme funded by South Glos Council. The Dist. Cllr. initially wished to ascertain whether the parish council would support what was being proposed – traffic calming tables and additional signage – prior to progressing with the scheme.

Resolved: members unanimously extended support in principle for the traffic calming measures proposed.

168. Commons

a. Cllr. Hackett updated members on recent Friends of Siston Commons activities:

- Meeting held with the Commons Stewardship Officer, SGC - follow up on infringement on Common Land at Norman Road planned
- Workday on heather beds in March planned
- Siston Young Rangers on-going
- 3 year programme on cutting back brambles

Currently 45 members of the group with 150 followers on Face Book.

169. Litter bins

a. Members were advised that enquiries had been made of South Glos Council, ALCA and neighbouring Clerks about the possibility/success achieved in local businesses advertising on litter bins in order to fund additional bins and the on-going emptying charge. The feedback being that it had not been successful and that the provisions of bins was funded generally by raising the Precept to meet the demand.

Action: Clerk to add as an item to August agenda to be considered when other

projects will be considered for the following financial year.

170. V E Day event

NB Item taken at an earlier point.

171. Newsletter April 2020

a. The Clerk advised members that editorial articles had been received from Cllr. Hunt, Hackett and Siston Residents Group but many articles were outstanding.

Action: Clerk to commence compilation of the newsletter with a view to arranging to print and distribute April in order to promote the V E Day event

Action: members to provide Clerk with outstanding editorial pieces as soon as possible.

172. A420 High Street, Warmley

a. Members received the response from Highways, SGC in relation to questions raised about traffic issues on A420 and resultant pollution and, in which, a request that the parish council offer suggestions on what could be arranged to improve the access to Warmley at the junction off the Ring Road near the Tesco petrol forecourt/store.

Members expressed disappointment that little could be done to improve exiting at this junction and felt that some measures could be considered to improve the situation - large warning signs advising drivers to slow down and arranging for a single file road off the Ring Road rather than the current arrangement of vehicles merging in effect, into queuing traffic. District Councillor Steve Reade, in attendance, advised members he would follow up with Highways and explore the possibility of white lining at this section.

Action: Clerk to submit suggestions to Highways.

Action: Clerk to forward Highways, SGC response received to Dist. Cllr. Steve Reade.

173. Website accessibility Regulations

a. The Clerk reminded members that the parish council website must be compliant by September 2020.

The accessibility regulations which are sector specific related to access to information for visually impaired people that is, the content should appear in a readable format or the Accessibility Statement should confirm requests received would be provided in a readable format in a timely fashion.

Members were advised that the current website provider had not, to date, been able to confirm the site would meet regulations but had confirmed a 6 month contract could be arranged as reassurance should the site not be meet regulations by September at which point, the council would need to appoint another provider. Members were advised that a single provider had been recommended by SLCC but, it was hoped, the current provider would by September be in a position to provide

a compliant website.

Resolved: Clerk to accept 6 month contract.

Resolved: at the June 2020 meeting, If the current website is not compliant, members to determine how best to proceed.

174. 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. The HSBC & NS&I mandates were reviewed - ex-councillors to be removed and newer councillors to be added, therefore, Clerk Ellen Kenny, Cllrs. Stacey, Hunt, Bryant, Jermy, Hackett, P & J Maytham, be arranged as current signatories.

Resolved: for HSBC mandate, Councillor Andrew Stacey to continue to act in the capacity of Chief Executive and Clerk Ellen Kenny to continue in the capacity of Proper Officer.

Resolved: For HSBC and NS&I, Clerk to arrange with for signatories to be updated.

Action: Clerk to enquire of HSBC if Cllrs. Hunt and Hackett need to provide proof of identity as they had been signatories in the past and what proof of name change was required in light of Cllr. Maytham (nee Gibbs) marriage and advise accordingly.

c. As Cllr. Jermy not present, defib administration fee postponed until next meeting.

175. Planning

a. Planning Applications – see attached.

b. Planning Decisions – see attached.

c. Cllr. Hunt provided members with a paper providing a detailed review of a meeting with the applicants at the Bridge House Farm site attended by the Planning Committee and Chair where concerns regarding access to and from the site along the single track lane were discussed. Cllr. Hunt confirmed he had provided the applicants agent with a copy of the report and had received a reply from the agent outlining traffic mitigation proposals. Cllr. Hunt believed no further action was required and members must now await the Planning Officers decision/recommendation.

d. Cllr. Hunt provided members with the newsletter editorial piece providing information about the Joint Spatial Plan.

176. Allotments

a. Cllr. Bryant advised members that all tenancy agreements had now been received.

b. The matter of the poly tunnel left on a plot had been resolved.

Action: Cllr. Bryant to inform new tenant the poly tunnel was no longer required by the previous tenant and should he wish he could keep it or arrange for it to be removed.

Members considered the possibility of applying an additional administration charge

to cover reminders for payment/return of tenancy agreement and suggested this be considered for introduction in 2021.

177. Correspondence

- a. South Glos Council – notification of Chesley Hill road closure.
- b. South Glos Council – notification of Protocol for marking the death of a senior national figure – for information only.
- c. Resident – request for permission to create pathway across Common Land to allow access for wheelchair user. Clerk advised this had been passed to the Commons Stewardship Officer as South Glos Council own and manage Common Land. Dist. Cllr. Steve Reade suggested, if permission was given, it was made known it was not permanent/transferable.
- d. South Glos Council – notification about the possibility of creating new habitat of Great Crested Newts.
- e. South Glos Council – Local Cycling Walking Infrastructure Plan – public consultation.
Resolved: Clerk to lodge parish council support for what is proposed.
- f. Dist. Cllr. Steve Reade – copied parish council in to reply to South Glos Council consultation on orienteering event in Warmley Forest Park to request condition attached to avoid newly planted trees.
- g. South Glos Council - Mangotsfield Sort It centre consultation events.
Action: re-send email to Cllr. Bryant.
- h. South Glos Council – Planning Committee/Delegation Review. Members provided with Cllr. Hunt’s suggested comments.
Resolved: members approved the suggested comments be lodge on behalf of council within deadline fo 6th March 2020.
- i. Resident – to notify members of damage to Common Land at the access to a new build site caused by lorries, subsequent email advised the damage had been rectified by the developer.

178. External Committees

- a. Cllr. Hackett advised members that St Joseph’s Catholic Church were investigating introducing grazing animals at the site.
- b. Cllr. Hackett was due to attend a volunteer walk leader training event in the hope of organising walks across the Commons.

179. Accounts for Payment

- a. Cllrs. Stacey, Bryant and Pippa Maytham (Gibbs) 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. TDP Ltd – Signal Box bench - £361.25
- 3. E. Kenny – salary & expenses - £1,360.38
- 4. South Glos Council – election charge - £3,727.66
- 5. St Anne’s PCC, Syston – magazine entry - £10.00
- 6. Eurooffice Ltd – printer ink - £45.93
- 7. South Glos Council – bin emptying charge - £74.09

180. Any Other Business – for information purposes only

- a. Cllr. Bryant, regarding heritage, advised members the petition to save Cowhorn Hill pumping station had been signed by 250 people and asked, if members had not already done so, to sign the petition.
- b. Cllr. Hackett informed members the Avon and Somerset Constabulary male choir were going to perform at Kingsmeadow 14th March 2020 – all welcome.

Date of next meeting: Thursday 19th March, 2020

Meeting closed at 21.45

Confirmed and signed Chairman.....

Date.....