

# SISTON

## PARISH COUNCIL

### **Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 16<sup>th</sup> June 2022 commencing at 7.30pm**

**Present** – Parish Councillors Andrew Stacey Chair, Alan Bryant, Mandy Dixon, James Hackett, Nathan Reed and Aled Rees. Ward Councillors Stephen Reed and Kim Scudamore (departed at 20:52)

**34. Apologies for Absence** Ward Councillor Sandie Davies, Parish Councillors Jon Gadsen and Ros Mahoney

**35. Declarations of Interests under the Code of Conduct adopted May 2021**

Cllr James Hackett – Member of the Friends of Siston Common Group.

Cllr Alan Bryant – Men In Sheds in relation to the Grant Application for St Barnabas Church Community Garden

**36. Minutes Approved**

Full Council Meeting – Thursday 19<sup>th</sup> May 2022.

**Resolved:** the minutes were passed and signed as a correct record.

**37. Public Participation**

Two members of the public were in attendance

**38. Ward Councillors Update**

Ward Cllr Kim Scudamore

- 1) advised the revised planning application for Carsons Road Amenity Site has now passed with conditions. It is anticipated that works will commence in September 2022.
- 2) advised he was looking to repair the raised flower bed, near the statue, in The Oval on the Siston Hill Estate. There is a possibility that the parish council will be asked to cover the costs of the works.

Ward Cllr Stephen Reade

- 1) advised he is working alongside the Environment Agency and South Glos. Council, as there has been a discharge of a grey waste liquid on the Dramway near the Railway Bridge.
- 2) advised that the Spatial Development Strategy which is the overarching planning strategy for the West of England Combined Authority Area (Bath and North East Somerset, South Glos. and Bristol) has been halted at the request of Major Dan Norris, who has written to the Secretary of State. Ward Cllr Reade advised that the reasons being stated in the media for this is that South Gloucestershire Council has walked out of talks. This he advised is not correct. The Local Plan consultation is still being worked on and is critical to our area, due to the unmet housing need identified in Bristol and South Gloucestershire having lots of green space. Ward Councillors are strongly objecting to any encroachment of Bristol housing need into the area.
- 3) Cllr Bryant asked for an update on Junction 18a. Ward Cllr Reade advised that this is not currently progressing, but still in scope. It is predicted that the cost will be £200 million and a possible date for works in 2030. There are strong objections to using land in Westerleigh.

**39. Police Attendance**

The police were not in attendance, with no apologies.

Ward Cllrs Reade and Scudamore requested the Clerk to send copies of the emails sent to PC Huw

Williams regarding driving on the commons.

The Clerk confirmed that she would obtain contacts from ALCA, as this is the second time the police have not attended, despite confirming attendance.

#### **40. Grant Applications**

Warmley Flower Show

**Resolved: All Agreed to the grant to be awarded of £150**

St Barnabas Church Community Garden

**Resolved: All Agreed the grant to be awarded of £500 (subject to it being approved payment in law)**

Warmley Wheelers (Milestone Trust)

**Resolved: All Agreed the grant to be awarded of £249.95**

Friends of Siston Common

**Resolved: Agreed by majority vote (5/6) a grant of £2000, but with conditions. (Cllr Andrew Stacey asked for his objection to be noted.)** The conditions due to the sum provided: receipts to be provided for all purchases, with monthly pictures and progress reports. The Parish Council reserve the right to reclaim the money from Friends of Siston Common, if the money is not spent in line with the grant application or the conditions not being met.

The Clerk will provide a letter to each applicant with the outcome of their Grant Application.

#### **41. Bus Shelter Renovation - 2 bus shelters on Anchor Road**

All Councillors confirmed they had reviewed the quotations provided.

Councillors selected G W Shelters to complete the renovations.

**Resolved: All Agreed**

#### **42. June Event**

£5000 was raised for Charity subject to the receipt, an amount to the Siston Parish Council bank account, from an anonymous donor.

Cllrs agreed that the money should be divided equally between the 5 charities promoted on the day of the event (Warmley Community Centre, Warmley Wheelers, Help for Heroes, Kingswood Museum and Warmley Community Gardening (Signal Box))

**Resolved: All Agreed**

#### **43. Committee Review**

Committees were reviewed

Aled Rees will join the Allotment Committee

No other changes made

**Resolved: All agreed.**

#### **44. Parish Plan Review**

The Clerk advised Danny Dixon of South Glos. Council Neighbourhood Planning Team will be attending the Full Council Meeting on the 21<sup>st</sup> July 2022.

Cllrs agreed the Neighbourhood Plan will take precedence over the Parish Plan, with a view to incorporating the Parish Plan themes into the Neighbourhood Plan.

**Resolved: All Agreed**

#### **45. Netwise**

Information sent in advance of the meeting outlined a recommendation of updating the version of the website, for ease of use and also for enhanced security. The cost will be £199. Councillors agreed to proceed with the recommendation and to the fee. The Clerk will arrange with Netwise for the Siston Parish Council website to be updated in line with the recommendation.

**Resolved: All agreed.**

#### **46. Finance**

- a) Members received statement of accounts to the 29<sup>th</sup> May 2022
- b) Members received and approved the bank statements and confirmed all receipts and payments were in order to 29<sup>th</sup> May 2022.
- c) Members received Bank Reconciliation to 29<sup>th</sup> May 2022.

**Resolved: All agreed.**

#### **47. Accounts for Payment**

Members received the monthly payment approval spreadsheet and authorised the on-line payment of the following items for June 2022 –

1. S Thomas (Salary) - £729.39
2. HMRC PAYE - £225.92
3. S Thomas (Expenses) - £151.48
4. A Stacey (Expenses) - £29.08
5. South Glos Localism Charge - £392.33
6. GWP Medical Services (June Event) - £480.00
7. South Glos Guitar Tuition (June Event) - £50.00
8. WCC Room Hire May 2022 - £33.00
9. WCC Room Hire June 2022 - £26.40
10. Ian Adams (Expenses) - £75.53
11. James Miekeljohn (Piper June Event) - £220.00

**Resolved – All agreed**

#### **48. Clerks update and correspondence**

- No Mow May caused visibility issues for residents on Webbs Heath and Siston Hill, preventing safe access from their properties. The Clerk reported this issue to SGC, who moved the area the next day, to make safe.
- A resident raised an issue with the low bridge warning sign for the bridge on Siston Hill and the hedge had overgrown on Carsons Road, which meant that the low bridge warning sign has been covered. SGC spoke directly to the resident and the issues were resolved and the hedge cut back.
- A resident reported potholes by 47-49 Stanley Road in April, which has caused her elderly father to fall in 2021. The Clerk reported this issue to SGC and they then only repaired one of the two holes and not the one that directly caused the accident. SGC advised this was due to the pothole not being more than 10mm in depth. The Clerk has agreed with SGC to repair this pothole, despite not being the depth of 10mm, as it caused an accident, which they have now agreed to do.
- An email was received from resident who resides on Anchor Road. He was very unhappy with the state of the two bus shelters, having welcomed visitors from Australia. The Clerk was able to advise him that we will be discussing quotations in the June meeting to complete renovation work on the two bus shelters on Anchor Road.
- The External Audit submitted to PKF Littlejohn on the 26<sup>th</sup> May 2022 for approval. Public display of the financial information was placed on the website and notice boards on the 1<sup>st</sup> June 2022 and public rights of viewing will commence on the 13<sup>th</sup> June for six weeks, ending on the 25<sup>th</sup> July 2022.
- The SGC Cleansing Team completed the cleanse of our area as agreed. They were not able to remove the graffiti from the bridge over the ring road, due to chemicals going onto cars. This has been added to the list for July, when there will be a road closure in place. The worksheet of jobs completed were circulated with the agenda.
- A thank you email was received from Warmley Community Centre following the removal of the graffiti, which was undertaken by the SGC Cleansing Team, requested by the Chairman, pre the June event. They said they were impressed with results. This was sent onto the Dave Jones of the SGC Cleaning Team.

- The Clerk attended the Neighbourhood Planning briefing with SGC. The Clerk has agreed that Danny Dixon, Neighbourhood Planning SGC and/or Stuart Todd, a consultant for SGC will attend our meeting on the 21<sup>st</sup> July 2022. The Clerk has asked them to outline what a Neighbourhood Plan will involve, the roles required and the timescale (as this can take up to 4 years to complete). The Clerk has also raised with Danny other avenues to protect the commons, as it was mentioned that they might come under the Local Green Space Designation. This is currently being reviewed.
- An email was received from a resident who resides at Siston Common, West of the A4174. He feels that there is a lack of concern and contact from the parish on the Cheltenham Road Ward. The Clerk sent a PDF version of the newsletter, gave a full update of activity and invited them to the Jubilee celebrations.
- Emails were received with photos about a gentleman driving a 4-wheel drive and tearing up the commons, by Firework Close. The Clerk has sent a copy to the police and asked the resident also to report it to the police, which they have done.
- Several emails of thanks and telephone calls received for the Jubilee Events. It seemed to have been enjoyed by residents.
- The Clerk has sent the monitoring form, some recordings and a selection of photographs for the Jubilee Event to SGC Grants Team. This was a condition of the grant. They have advised that they will appear on the SGC website (with permission of those shown in images)
- The Clerk sent a thank you to James, the Piper.
- The Chairman wrote a letter of thanks to The Week In, which was sent by the Clerk and printed.
- The Clerk wrote to BHIB Insurance company and notified them of an injury which sadly happened to resident, once the event had finished. A RIDDOR report was sent to HSE, as advised by SGC Environmental Team, by Ian Adams.
- The Clerk has requested quotes for Cyber Insurance, as our current cover does not include breaches of data, taken from our IT equipment. We need to have two quotations, as the expenditure is under £10,000.

#### **49. Friends of Siston Common**

Details of forthcoming walks have been sent in advance of the meeting.

Aled Rees asked for clarification if the arch at Webbs Heath Colliery is listed. It was confirmed it is not. Ward Cllr Reade advised he is looking to get it locally listed.

#### **50. Planning**

a) Planning Applications – no objections.

b) Planning Decisions – all noted nothing to add.

**Resolved – All Agreed**

#### **51. Any Other Business**

Cllr Reed advised that he has updated Cllr Stacey's email address via Microsoft Teams.

Cllr Hackett asked Cllr Reed to also assist him to update is also.

Cllr Bryant gave an update on the Kingswood Heritage Museum. He advised that East Bristol Auction House would be at the Museum on Saturday 18<sup>th</sup> June 2022, between 10am and 2pm. Members of the public can bring their items to be valued.

Cllr Bryant gave an update on the allotment and advised that the grass to the entrance needs cutting. It was agreed the Clerk would speak to Streetcare to request for it to be cut.

Cllr Stacey proposed a brass plaque be put up on the Beacon to commemorate the Queens Platinum Jubilee, from any fund left over from the project fund, which is still to be calculated.

Cllr Reade advised that the Parish Council could use some of their budget to replace a SGC bench at Warmley Forest Park in the future, as it is broken and in need of replacement.

**Date of next meeting: 21<sup>st</sup> July 2022 at Warmley Community Centre (subject to change if covid restrictions which may be introduced by the Government.)**

**Meeting closed at – 20:58**

**Confirmed and signed**

**Chairman..... Date .....**

*Sara Thomas*

**Clerk for Siston Parish Council**

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