

# SISTON

## PARISH COUNCIL

### **Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 21<sup>st</sup> July 2022 commencing at 7.30pm**

**Present** – Parish Councillors Andrew Stacey Chair, Alan Bryant, Mandy Dixon, Jon Gadsden, James Hackett, Ros Mahoney, Nathan Reed and Aled Rees. Ward Councillor Samuel Bromiley

#### **52. Apologies for Absence** None

#### **53. 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

#### **54. Minutes Approved**

Full Council Meeting – Thursday 16<sup>th</sup> June 2022.

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

#### **55. Public Participation**

One member of the public was in attendance

#### **56. Neighbourhood Planning**

Danny Dixon, Senior Planning Policy Officer, Strategic Planning Policy & Specialist Advice Team from South Glos. Council joined the meeting via Microsoft Teams, as he was not able to attend in person. Mr Dixon introduced himself to those in attendance, Chairman Cllr Andrew Stacey introduced himself and the Clerk introduced all the other attendees.

Questions were sent to Mr Dixon in advance of the meeting by the Clerk.

##### Commons

Siston Common is mostly registered under the land designation.

Webbs Heath, Goose Green and Bridgegate Commons are not land designated.

All the commons are noted as green spaces.

Webbs Heath, Goose Green and Bridgegate Commons have previously been nominated for land designation, but did not meet the criteria at the time. They can still be designated. Danny Dixon advised that he would be able to confirm why land designation was declined previously, in order for a new application to be made and these issues will need to be addressed before an application will be accepted.

Land Designation and Green Belt nominated areas would not prevent building work.

Mr Dixon confirmed that all the Commons could be added to a Neighbourhood Plan, to add further protection, to future building.

##### Commons Connect Project

Mr Dixon confirmed that he understood that land under the Commons Connect Project is also not protected from future building. It will ensure that there is a green corridor maintained.

Mr Dixon advised the lead on the Commons Connect Project is Matthew Lipton and he will be able to clarify what protection from building the Commons Connect Project provides?

##### Warmley Forest Park

Warmley Forest Park is recognised as an important geological site, but only on a local plan.

Danny advised this area can also be designated as local green space.

##### Employment Land

The maintenance of employment plan is being included in phase 2 of the local plan.

There are two planning rules which can be utilised to protect employment land. CS12 – Safeguarding Employment Policy and CS13 – The Employment Land Policy.

You can designate specific employment sites by using the CS13 policy detail.

This could be a theme of a neighbourhood plan.

### Heritage

Local character and local heritage can be a theme of a neighbourhood plans, stating specific sites. There are policies that can be utilised to support this.

### Inclusion of the Parish Plan

You can have a second section to a Neighbourhood Plan with future aspirations for the parish and this would be where you can link into the themes of the Parish Plan.

This would contain items, that you cannot directly link to Planning Policy.

### General

Neighbourhood Plans go to a referendum and it is important to engage the public.

You can obtain a grant of £10,000 to complete a Neighbourhood Plans, with further grants then available.

Locality provide technical packages and support to the Council, which is free of charge

Councillors and members of the public who assist with the plan are doing so on a voluntary basis and it can involve lots of personal time. Workload depends on the ambitions of the plan.

Mr Dixon recommended a small and focused plan to start with. Once it is achieved, then you can add to it.

Areas with a Neighbourhood Plan get an uplift of Community Infrastructure Levy from 15% to 25%.

Once the discussion with Mr Dixon had completed, the online Teams Meeting was closed and thanks given to Mr Dixon.

Cllr Stacey then proposed an extraordinary meeting be held in the month of September to discuss a Neighbourhood Plan for Siston Parish. Cllr Stacey proposed there should be a committee with representatives from the community if the Neighbourhood Plan is to be progressed and one person should take the lead, but not all the workload.

**Resolved All Agreed**

### **57. Ward Councillor Update**

Ward Cllr Samuel Bromiley attended the meeting and advised the following:

- South Gloucestershire are likely to have an increase of 9000 homes added to the existing plan for housing capacity, taking the figure to 37,000, to accept the overflow from Bristol.
- A large developer has proposed housing for Webbs Heath. Ward Cllr Bromiley has been invited to meet with the developer and he has agreed to do so, to find out more about what is planned. He advised that it may be wise to progress quickly with a Neighbourhood Plan, given this information has come to light.
- Cllr Stacey asked Ward Cllr Bromiley if he felt that due to the increased demand for housing in the area, the discussion about Pucklechurch being a preferred area for the new M4 junction could re-open? Ward Cllr Bromiley said he was not aware this was being considered.
- There is a planning application for a new access site on Studio Road for traffic from the development site at the old Warmley School. He advised he was keen to prevent this being an entrance/exit for construction vehicles.
- He has made an application for Acoustic Cameras to be placed on the new thru about on the A4174 ring road to the Aspects complex. This will monitor noise from illegally modified cars.
- He has assisted Warmley Wheelers and Warmley Community Centre to obtain Grants
- Alongside MP Chris Skidmore he is looking into a residents parking scheme on Stanley Road and Crane Close, Warmley
- Cllr Stacey asked Ward Cllr Bromiley to add his support to the funding application for the Environment Agency for the repair of the Sluice gates at Warmley Forest Park and asked him to engage MP Chris Skidmore. Cllr Gadsden also requested that Ward Cllr Bromiley chase up South Glos Council for action to be taken to make the pond safe for residents and visitors in the meantime, as it can take a long time for the funding to be agreed and the sluice gates to be repaired. Ward Cllr Bromiley said he would ask, but had no control over the operational areas of South Glos Council.

### **58. Request for Siston Parish Council to maintain a permanent record of the activity of Friends of Siston Commons**

Cllr James Hackett, who is also the Chairman of Friends of Siston Commons (FOSC) advised that FOSC are currently renovating Webbs Heath Mine. He has had a request from Hamish Orr-Ewing, who is a structural engineer to keep a permanent record of the work and findings. He proposed Siston Parish Council keep the record.

Cllr Alan Bryant advised there was an existing group which kept historical mining records – South Glos. Mine Research Group. He advised they specialise in mining history and publish an annual newsletter. Cllr Bryant advised they may already have records or be interested in taking new records.

It was proposed that the Clerk should find out from the South Glos Mine Research Group if they can take the records, otherwise the records will be kept at the Kingswood Heritage Museum. The records will not be held by Siston Parish Council.

**Resolved – All Agreed**

### **59. Grant Policy and Budget Planning Procedure**

A revised grant policy, grant application, budget planning procedure and project proposal for was sent to the Councillors in advance of the meeting. The Councillors agreed they were happy with the new documents. The Clerk will now put the new Grant Policy onto the parish website.

**Resolved - All Agreed**

### **60. Dog Poo Bin on Tower Lane, Near Jolleys, BS30 8XT**

Councillors declined the bin in that location.

Councillors proposed an alternative site, where there are more dog walkers. This will be in Oldland Parish. The Clerk was requested to refer the matter to Oldland Parish.

**Resolved - All Agreed**

### **61. Councillor Vacancy**

Cllr Mandy Dixon advised that she has a person who is interested in filling the vacancy and they will attend the meeting in August 2022. Cllr Stacey asked the Clerk to send information in advance of the meeting to the person. Cllr Dixon is to provide contact details to the Clerk.

**Resolved – All Agreed**

### **62. Youth Activities**

Councillor Ros Mahoney provided an update, after a recent meeting she attended on the Youth Activities Strategy currently under review, assisted by Ward Cllr Bromiley as he is the lead on the new strategy. This is for young people aged 13-25. There was agreement that we should invest in our young people and engage them in positive activity. Cllr Mahoney advised that she had a particular interest operating a Urbi – which is a vehicle that travels around engaging with young people. Cllr Gadsden asked for it to be recognised that not all groups of young people, who are in the street are engaging in anti-social behaviour.

It was agreed that the Parish Council would publicise the review, via Siston Parish Facebook page and our noticeboards. Further engagement activity could be proposed in the new budget discussion.

**Resolved - All Agreed**

### **63. Finance**

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

**Resolved: All agreed.**

#### **64. Accounts for Payment**

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

1. S Thomas (Salary) - £743.70
2. HMRC PAYE - £14.26
3. S Thomas (Expenses) - £46.48
4. J Hackett (Expenses) - £38.93
5. D&M Maintenance - £330
6. ALCA (Training VAT for unregistered councils) - £30

**Resolved – All agreed**

#### **65. Clerks update and correspondence**

##### Update

- Cllr Hackett noted some excavation work being completed opposite Brooklyn Farm on Goose Green. Matthew Lipton was notified, who did a site visit and the work was making good an existing parking area. No action required.
- Station Master Pub Sign – The Clerk has emailed the architect and has had no response to date. Ward Cllr Stephen Reade visited site and was advised they will look for the sign and be in touch if located.
- Archiving Records – A list of items to be archived has been collated and an appointment made to drop off the records on Friday 16<sup>th</sup> September.
- Cllr Stacey had a response from the Environment Agency about the sluice gates in Warmley Forest Park. South Glos Council have already been advised of the risks of this pond and the one at Felicity Park.

“Thank you for your email in which you raised concerns over Warmley Forest Park sluice. We are aware of the issues on site and are currently in the process of bidding for funds to repair or replace the faulty sluice gate. We will know if the bid was successful sometime in October or November. In the mean time you may wish to discuss the safety concerns with South Gloucestershire Council as the pond belongs to them”

- The allotment entrance, opposite Warmley Park school – the grass has now been cut by a resident and the hedges by Cllr Stacey.
- The Clerk reported the broken road sign, Bath Road, on Bridgegate Common to Streetcare.
- The Clerk has requested a quotation for a brass plaque for the Queen’s Jubilee to be mounted on the Beacon, if agreed by Full Council.
- GW Shelters will commence the renovation work on the Anchor Road Shelters on the w/c 25<sup>th</sup> August.
- The upgrade of the parish website was completed on the 18<sup>th</sup> July 2022, to improve security and function.
- SGC closed part of the Dramway from the 1<sup>st</sup> July to 21<sup>st</sup> July, under emergency notice, from the roundabout in a north-easterly direction for 870m to the junction with footpaths PSN/10/10 and PMR/28/30, to allow safe removal of foul discharge.
- The Clerk has written to Barcan & Kirby Solicitors to try and locate the Deed for the Station Road Allotments. A letter is held from the solicitors dated 2015, confirming the land registration. The Deeds are not within the documentation held by SPC, that will transfer to Bristol Archive shortly.
- CIL form for 20/21 has been received, completed and returned.
- The Clerk, Cllr Stacey, Ward Cllrs Scudamore and Reade are all proactively trying to secure the police attendance at a future council meeting, followed two failed attendances.

## Correspondence

- An email has been received from a resident. He feels that the land in Siston Common needs to be cut back. Cllr Mahoney has kindly provided an update, that in agreement with Matthew Lipton SGC Commons Officer, the grass cannot be cut back, to encourage growth of the wild flowers, although there is an action plan for the autumn and preparation works in advance of this, to be undertaken by Friends of Siston Commons.
- Email received from a resident who resides on Webbs Heath. She is asking for a pavement on Siston Lane. I have written back to her and asked her where she would like the path to run from and to, to gain a better understanding of the request.
- Email received on behalf of Warmley Congregation Church, asking for advice on a change of use of land to a car park. Response sent, asking her to get in touch with SGC, as they have a team giving advice on pre-planning.
- A resident emailed to report further vandalism of the bus shelters on Anchor Road. Have advised the date of the refurbishment and also our actions to engage the local police.
- Email received from an allotment holder, who asked permission to paint a mural on the fence behind the allotment and plant a willow and fruit trees in the gap behind her allotment. A response was sent on behalf of the Committee. Cllr Bryant also spoke to the allotment holder.
- HMRC letter received dated 2/7/2022, ref 120PF00511383, advised SPC in credit by £197.35. Total owed this month was £211.61. HMRC advised to pay only the difference. £211.61-197.35=14.26
- Telephone call has been received from a resident. He has been in contact with SGC. He has advised that a few years ago winter gritting of Siston Hill/Siston Common, from the Carsons Road junction, down to the bridge, was removed from the list for gritting. It was advised that the gritter would come up the junction on Carsons Road/Siston Hill and then turn around. He would like assurances that the gritting will return in the winter. He has already contacted SGC and also been on the CEF forum to arrange. The Clerk has made contact with Shaun Wilson, Operations Manager of Highways, of SGC, who will provide a response shortly.
- Telephone call received making a further request to remove the plastic bench from outside the Gin Barn on Siston Common. All of the issues have been raised historically and in quarter 2 of 2022, where the council advised the bench is not being moved.
- Letter received from a resident. He has advised of road subsidence at Norman Road historic railway bridge. He fears the bridge will fall onto the cycle track. The Clerk has made contact with Mike Johnson, Structures Manager of SGC. He will advise an update in due course.

The Clerk would like to remind everyone that she is on annual leave from Tuesday 26<sup>th</sup> July until Monday 8<sup>th</sup> August 2022, so the office will be closed. An out of office, reminding of the Councillors contact details, for very urgent enquiries will be set.

### **66. Friends of Siston Common**

Report sent ahead of meeting.

Cllr Mahoney provided a verbal update of the report.

### **67. Planning**

a) Planning Applications – no objections.

b) Planning Decisions – all noted nothing to add.

**Resolved – All Agreed**

**68. Any Other Business**

- Allotment judging will take place shortly for the best allotment and most improved allotment – Cllr Bryant, Cllr Hackett and Cllr Rees will meet to judge the allotments shortly.
- Cllr Gadsden wishes to propose a project to engage with residents of Goldney Avenue to replace the Millennium Tree that was cut down.
- Cllr Hackett reminded that the Warmley Flower Show will be taking place on 6<sup>th</sup> August 2022
- Cllr Bryant asked Cllr Hackett to meet with him at Men In Sheds to discuss the flower beds for the new St Barnabas Community Garden.

**Date of next meeting: 18<sup>th</sup> August 2022 at Warmley Community Centre (subject to change if covid restrictions which may be introduced by the Government.)**

**Meeting closed at – 21.31**

**Confirmed and signed**

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

*Sara Thomas*

**Clerk for Siston Parish Council**

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