

# SISTON

## PARISH COUNCIL

### **Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 18<sup>th</sup> August 2022 commencing at 7.30pm**

**Present** – Parish Councillors Andrew Stacey (Chair), Alan Bryant, Mandy Dixon, James Hackett, Nathan Reed and Aled Rees. Ward Councillors Sandie Davis and Stephen Reade.

**69. Apologies for Absence** Parish Councillors Jon Gadsden and Ros Mahoney

**70. Declarations of Interests under the Code of Conduct adopted May 2022**

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

Cllr Alan Bryant – Men in Sheds

**71. Minutes Approved**

Full Council Meeting – Thursday 21<sup>st</sup> July 2022.

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

**72. Public Participation**

One member of the public was in attendance

**73. Councillor Vacancy**

A member of the public was in attendance to give consideration to becoming a Parish Councillor.

**74. Ward Councillor Update**

Ward Cllr Sandie Davis gave an update as follows:

- She is chasing an Ecological Report for Felicity Park Pond
- The planned works for the slip road to the new Sort It Centre is still on track to commence shortly.
- Cllr Davies asked for feedback on existing youth activities in Siston Parish, which were advised as the Warmley Forest Skate Park, Scouts and Cubs, Warmley Community Centre groups, Made Forever Youth Groups (just outside Siston Parish) and St Anne's Church Hall also runs various groups.

Ward Cllr Stephen Reade gave an update:

- He holds an original copy of the map of footpaths in the parish. This was in reference to some social media conversations. He also advised that less detailed maps of footpaths can be located on the South Glos. Council website.

**75. Asset Review**

The Clerk reminded the Councillors that a review of the assets was due.

The Clerk agreed to circulate the list of assets.

Cllrs agreed to check each item and feed back to the Clerk to ensure it exists and its condition.

**Resolved – All Agreed**

**76. Allotments**

Cllr Alan Bryant gave an update of the allotment review and the winners of the Best Allotment and Most Improved Allotment.

Cllrs approved the of replacement of a bridge of scaffolding planks between plots 16 and 17 for concrete kick posts and the costs that will be incurred.

Cllr Bryant said he will organise the work.

**Resolved - All Agreed**

### **77. Review of the Risk Register**

The Risk Register was circulated in advance of the meeting.

A change under "Finances" to note that the Finance Committee review the financial information monthly is to be made by the Clerk.

The Risk Register was approved for 2022 after the modification.

**Resolved - All Agreed**

### **78. Forest England Review**

Cllrs agreed a positive comment was to be made on the review to reflect the maintenance of the Avon Forest.

**Resolved - All Agreed**

### **79. Replacement of the Millenium Tree on Goldney Avenue**

Cllrs Jon Gadsden and Aled Rees will speak with residents to seek opinion if they would like a replacement tree and where it should be located.

**Resolved – All Agreed**

### **80. Grant Application for Warmley Snooker Club**

All Cllrs agreed that the application will be not be granted at this time, but may be granted in the future, as they acknowledge that the club is looking to regenerate, in particular for inclusion of young people.

Feedback is to be given to the applicant by the Clerk, along with other grant options.

**Resolved – All Agreed**

### **82. Revised Standing Orders (NALC Revised 2022)**

Cllr agreed to adopt the Standing Orders.

**Resolved – All Agreed**

### **83. Cyber Insurance**

Cllrs Approved purchase of the BHIB Insurance Policy and its cost.

Cllrs were reminded that they will all be required to adopt the Siston Parish Council email address and help can be sought from Cllr Reed.

**Resolved – All Agreed**

### **84. Bench request next to the stream at Warmley Forest Park**

Cllrs agreed that the request from the resident should be honoured.

Cllrs agreed the payment for the bench should come from the CIL Funds.

Cllr Stacey will meet with the resident to confirm its exact location.

**Resolved – All Agreed**

### **85. Brass Plaque to commemorate the Queen's Platinum Jubilee for the Beacon on Siston Hill**

Cllrs approved the plaque and fitment and the associated costs.

**Resolved – All Agreed**

### **86. Finance**

a) Members received statement of accounts (receipts and payments) to the 29<sup>th</sup> July 2022

b) Members received and approved the bank statements 29<sup>th</sup> July 2022.

c) Members received Bank Reconciliation to 29<sup>th</sup> July 2022.

**Resolved - All agreed.**

### **87. Accounts for Payment**

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

1. S Thomas (Salary) - £743.50
2. HMRC PAYE - £211.81
3. S Thomas (Expenses) - £46.48
4. A Bryant (Expenses) - £50.00
5. South Glos Council (Localism Charge) - £392.33
6. WCC (Room Hire July) - £26.40

**Resolved – All agreed**

### **88. Clerks update and correspondence**

#### Update

- SGC Parish Cleansing Team have undertaken a renovation of the bridge over the bypass, removing the graffiti and replacing the boards, with great results. A thank you has been sent to them.
- The Clerk has written to Oldland Parish Council to request for the dog poop bin to be placed near the pathway by Siston Brook, as requested by the Council.
- Following a report from Cllr Dixon about a foul smell, an unknown liquid and fallen trees at Warmley Forest Park, a report has been made to SGC.
- The South Glos Mining Group have advised that they are happy for Kingswood Heritage Museum to keep records of the work activity completed on the Webbs Heath Mine.

#### Correspondence

- Emails have been received from a resident requesting a speed reduction scheme on Webbs Heath and Siston Hill and is looking for local support and evidence. The resident also requested grass verges to be cut back as there was a health and safety issue. The Clerk reported it to the Highways Operations Manager Shaun Wilson and it was cut the next day. Cllrs Agreed that the matter should be submitted to the Assess and Decide Team at South Glos. Council, by the Clerk.

#### **Resolved – All Agreed**

- Phone call received from a resident for an update on the Warmley Forest Park Pond. Update duly provided. She asked who was responsible for the Dramway and the pathway around pond. I agreed to report there was an issue with the nettles on the Dramway and the pathway, but signed posted SGC for future reference.
- Telephone call received from a resident, as they wanted to speak to a Cllr about Greystones, Siston Lane, planning application. He spoke to Cllr Gadsden.
- Email received requesting benches be placed along the stream at Warmley Forest Park and advising of a broken bench by the drainage pond. Clerk advised the broken one has been reported to South Glos. Council, as it is owned by them. Also see minute number 84.
- Several telephone calls received from a resident asking for the bench by the Gin Barn on the Dramway to be moved. The owner of the Gin Barn has requested a letter confirming that the bench will not be moved to him. Mathew Lipton South Glos. Council Commons Officer has had the same request, so letters will be sent to the resident from Siston Parish Council and South Glos Council together to the owner of the Gin Barn.  
Cllrs Approved the preparation of the letter

#### **Resolved – All Agreed**

- SPC were copied into an email, sent to MP Chris Skidmore chasing up the progress with Warmley Forest Park Sluice gate funding and also asking for SGC to sort out Felicity Park Pond, whilst there is warm weather and the water level is low.

- A resident reported that overnight on the 10<sup>th</sup> August 2022 one of the bollards to restrict vehicular access was taken down by Siston Hill. The bollard was put back up on the 11<sup>th</sup> August 2022.
- BHIB have confirmed that our insurance company Aviva have noted the incident that occurred after the Jubilee Celebration, but closed the file, with no further action.

### **89. Friends of Siston Commons**

Report sent ahead of meeting.

Cllr Hackett advised Friends of Siston Commons are planning to introduce walks for people with health problems and will be applying for funding.

Cllr Hackett represented Siston Parish Council on the shared pathway signs for the cycle route. He has given two signs to Warmley Wheelers, which they will set out on a daily basis.

### **90. Planning**

a) Planning Applications – no objections.

b) Planning Decisions – all noted nothing to add.

Cllr Hackett asked for clarity on the Greystones application, which was advised.

**Resolved – All Agreed**

### **91. Any Other Business**

- Councillor Stacey advised his ongoing concerns about the sluice gate repairs at Warmley Forest Park and drawing the matters to a conclusion quickly. He sought advice from Ward Cllr Stephen Reade. Consideration will be given to writing to Chief Executive Dave Perry and Jim Matheson. Cllr Stacey asked the Clerk to enquire about the next surgery with MP Chris Skidmore.
- Item for the next agenda requested for the Co-option of a new Councillor.
- Item for next agenda requested to agree a new level of prize money for the Allotment Winners
- Item for next agenda – agreement to reinstate the walking of footpath by Councillors and the preparation of a condition report for each pathway.
- Councillor Bryant noted that he had been contacted by the Commons Connections Project and asked to provide photographs of cows grazing on the commons, due to his role at the Kingswood Heritage Museum.
- Cllr Bryant will provide some photographs of the raised flower bed boxes to evidence the grant provided for the St Barnabas Community Garden, which are being constructed by Men in Sheds.
- Cllr Hackett advised that Friends of Siston Commons have linked up with resident Ian Adams. They will be fundraising to assist with the costs of repairs at Felicity Park Pond. It is hoped this will assist the council in getting the pond sorted, as they believe the hold up to be financial.

**Date of next meeting: 15<sup>th</sup> September 2022 at Warmley Community Centre (subject to change if covid restrictions which may be introduced by the Government.)**

**Meeting closed at – 20:33**

**Confirmed and signed**

Chairman..... Date .....

*Sara Thomas*

**Clerk for Siston Parish Council**

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