

# SISTON

## PARISH COUNCIL

### **Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 15<sup>th</sup> December 2022 commencing at 7.30pm**

**Present** – Parish Councillors Andrew Stacey (Chair), Alan Bryant, Mandy Dixon (arrived 19.34), Jon Gadsden, James Hackett, Ros Mahoney and Aled Rees.

**140. Apologies for Absence** Parish Councillor Nathan Reed.

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

Councillor Ros Mahoney – Secretary of the Friends of Siston Commons Group

Councillor James Hackett – Chairman of Friends of Siston Commons Group

Councillor Aled Rees – Payments for Approval in relation to Abbot Skip Hire

**142. Minutes Approved**

Full Council Meeting – 17<sup>th</sup> November 2022

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

**143. Public Participation**

One member of the public was in attendance.

**144. Ward Councillor Update**

No Ward Councillors were present.

**145. Co-option**

Councillors approved the co-option of a new Parish Councillor Lisa Mannion. The Declaration of Acceptance of Office was duly signed and witnessed by the Clerk.

**Resolved: All Agreed**

**146. Allotments**

An update was given:

- a) Allotment rental will remain at £20 for a single plot and £40 for a double plot.
- b) A skip will be delivered on the 13<sup>th</sup> January for allotment holders to do an annual clean up.
- c) Councillor Stacey advised that one allotment holder had given up one of his two plots, which had now been reallocated to the next person on the waiting list and alongside Councillor Bryant arrangements had been made to meet the new allotment holder.

**147. Engraving Memorial Garden**

Councillor Bryant provided an update that 8 or 9 WW1 veterans, which have been researched by a genealogist, which shows they were residents from Warmley and are missing from the plaque in the Memorial Garden. Councillor Bryant will look into the costs of a separate plaque for those missing and will present to the Parish Council in the future.

**148. Reinstate the walking of pathways and conditions report**

Councillors agreed to reinstate the walking of pathways and for reports to be made of any issues to the Clerk for resolution.

Councillor Gadsden advised that local pathways are walked and maintained presently by Kingswood Ramblers Association, who are guided by South Glos. Council for any work they undertake.

Councillor Bryant highlighted that Champions Park is in our parish.

Councillor Bryant confirmed he would circulate a list of the pathways, which he would allocate based on the residence of the Councillor, where possible.

**Resolved: All Agreed**

#### **149. Benches**

An update was given by the Clerk

- a) The bench in Warmley Forest Park has now been installed
- b) The bench planned for Chapel Lane Play Park was declined by South Glos. Council.  
Councillors agreed not to pursue this, as there were ROSPA considerations as part of the decline.

**Resolved – All Agreed**

- c) No progress was made in the month for the three benches planned for the new Wildflower Meadow, as a response was still pending from David Tabbiatts of South Glos. Council regarding the installation.

#### **150. South Glos. Council – 2<sup>nd</sup> phase of the budget 23.24 consultation**

Councillors agreed to review the consultation and make individual submissions

**Resolved – All Agreed**

#### **151 Warmley Community Centre Vesting Declaration**

Councillors approved the Vesting Declaration for signing.

The Clerk will now ask the Parish Council Solicitor to advise Warmley Community Centre Solicitor to issue the Declaration for signing by Councillors Bryant and Stacey.

**Resolved - All Agreed**

#### **152. Bus Shelters**

Parish Councillors confirmed receipt of the quotations for the Station Road Bus Shelter and two bus shelters on London Road, by the Griffin Pub.

Parish Councillors approved the work and associated costs for the shelter on Station Road and one bus shelter directly outside the Griffin Pub to be completed by G W Shelters.

**Resolved – All Agreed**

Councillor Rees asked for the cost of the stickers for the shelters to be moved to the next agenda.

**Resolved – All Agreed**

Councillor Rees asked if we could advertise on our bus shelters. The Clerk advised she did not think this was allowable, but would clarify.

#### **153. Finance**

a) Members received statement of accounts (receipts and payments inc. v budget) to the 29<sup>th</sup> November 2022

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

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

**Resolved - All agreed.**

#### **154. Accounts for Payment**

The on-line payment of the following items for December 2022 were approved:

1. S Thomas – Salary - £795.50
2. HMRC - £231.64
3. S Thomas – Expenses - £82.24
4. D&M Property Bench Cleaning - £308.00
5. WCC (Meeting Room Hire) - £26.40
6. A Stacey – Expenses - £13.70
7. Abbot Skip Hire - £230.00
8. WCC Room Hire (Warm Hub) - £99.00
9. C R Belcher (Installation of bench at Warmley Forest Park) - £300.00

## Resolved – All Agreed

### 155. Clerks Update and Correspondence

#### Update

- Cllr Dixon reported a fire at the underpass on Siston Common and the mess which had been left. Another Cllr had further information which may have been useful to police, so contact was made with the police.
- An email was sent to Mark Pullin of South Glos. Council see if Siston Parish Councillors had time to comment on the new boundary to Siston Parish Council from April 2023, having previously not been consulted. Siston Parish Council will hear shortly from South Glos. Council Legal Department, which will include details of a consultation.
- Councillors were asked to comment on the new Constituency boundaries for England, as part of the last round of Consultations.
- Cllr Dixon reported the lorries delivering to the new building works, at Turners Farm, are tearing up the edge of the common land. This was reported to Matthew Lipton by the Clerk on the 15<sup>th</sup> Nov 2022 and he advised he would highlight to the builder.
- The public right of way from Goldney Avenue through the Dramway and Goldney Avenue to the London Road are blocked by fences. This was reported the South Glos. Council Public Rights of Way Team on the 18<sup>th</sup> November 2022. They advised both rights of way are still in the planning stage, as proposed pathways. Both have objections lodged and may need to go to the secretary of state for approval.
- A letter was sent signed by the Chairman to Warmley Community Centre, advising that if they wish to complete the transfer of the Trusteeship from the Parish Council, then after the 31<sup>st</sup> December 2022, they will have to pay for all fees incurred. This was agreed at the Full Council meeting on the 17<sup>th</sup> Nov 2022, due to delays from their own solicitors.
- The skip for the annual allotment clean-up is booked for Friday 13<sup>th</sup> January 2022.
- An allotment holder gave up plot 24, which is a double plot, and this has now been offered to a new tenant on the waiting list.
- There were excessive weeds on one allotment plot and the tenant received a letter via email, to ask them to make good the area, as it was affecting other plots.
- On 14<sup>th</sup> December 2022 Andrew attended the Xmas gathering at Warmley Wheelers on behalf of the Parish Council.
- The map from South Glos Council showing where the special expenses money has been received and circulated. It does not cover the commons.
- The Internal Audit was completed on the 7<sup>th</sup> and 8<sup>th</sup> December. The report is now being prepared.

#### Correspondence

- Email received from a resident, highlighting the public rights of way across the Carsons Road have closed. I advised there is a Temporary Road Closure notice that has been issued, for the safety of pedestrians, whilst the work is underway, but the date should have commenced on the 6<sup>th</sup> December 2022.
- Email received from a resident advising that a HGV with a person living in it had parked for two days at the small car park on Siston Common, where it joins with Siston Hill. Reported to the Traveller Unit on the 18<sup>th</sup> November 2022.
- Email received from a resident complimenting the bus shelters on Station Road.
- Email received confirming the new External Auditor for 2023.24 to 2026.27 will be BDO LLP.
- The new Allotment Tenancy Agreements and Invoices for 2023 were posted on the 19<sup>th</sup> November 2022.

- Email has been received by a resident, asking about progress with finding out if Siston Common from Carsons Road to Stanley Road will be gritted in the winter. South Glos Council have advised that this route is not on the primary list and therefore will not get gritted in the first instance, but is on a secondary plan, which is dictated by weather conditions. South Glos. Council are not able to alter the plan or move more routes to primary, due to funding and resources of vehicles and people. This has been advised to the resident. Also explained was the South Glos Council deficit for the forthcoming year, which will impact parishioner's services.

#### Important Notes

- A reminder the parish office is closed from the 16<sup>th</sup> December 2022 to the 28<sup>th</sup> December 2022.

#### **156. Friends of Siston Commons**

Report sent ahead of meeting.

No Expenses from the grant this month.

Councillor Stacey advised the group that a hedge has been laid around the Francis Way Pond and looks good.

#### **157. Planning**

a) Planning Applications – no objections.

b) Planning Decisions – all noted nothing to add.

**Resolved – All Agreed**

#### **158. Any Other Business**

1) Councillor Mahoney would like feedback on what Councillors and residents would like to see on the Information Board to be installed at the new Wildflower Meadow.

2) Councillor Bryant reported 5 lights are out in the underpass by Tesco, which will be reported by the Clerk.

3) Councillor Bryant has received a complaint that dogs are chewing the bark on the ash trees on the Memorial Park. It appears to be the same dog and owner and Councillor Stacey has highlighted to the resident. Subsequently to the meeting an email was received from Ward Councillor Reade, who has reported the issue to South Glos. Council Tree Preservation Team.

4) Councillor Hackett asked for clarification who has funded the Warm Hub, as a Ward Councillor has advised it was South Glos Council through a grant. Councillor Stacey confirmed it was being funded by Siston Parish Council, as they wanted to do something for the community directly.

5) Councillor Hackett would like clarification of how the Commons are paid for, as it is not funded by the Special Expenses through Council Tax. It was confirmed any planned expenditure from Siston Parish Council would have to be planned in the 2024.25 budget and precept.

6) Councillor Hackett would like to re-visit whether the Station Master Pub sign should be re-created. Councillor Gadsden advised that the post is within the land owned by the builder and we would need to speak with the land owner. An insurance concern was highlighted.

7) Councillor Bryant advised a new email address.

**Date of next meeting: 19<sup>th</sup> January 2022 at Warmley Community Centre**

**Meeting closed at – 20:32**

**Confirmed and signed**

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

*Sara Thomas*

**Clerk for Siston Parish Council**

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