

SISTON

PARISH COUNCIL

Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 17th November 2022 commencing at 7.30pm

Present – Parish Councillors Andrew Stacey (Chair), Mandy Dixon, Jon Gadsden, James Hackett, Ros Mahoney and Nathan Reed. Ward Councillor Stephen Reade.

120. Apologies for Absence Parish Councillors Alan Bryant and Aled Rees. Ward Councillors Sam Bromiley, Sandie Davies, and Ben Stokes.

121. 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

122. Minutes Approved

Full Council Meeting – 20th October 2022

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

123. Public Participation/Ward Councillor Update

Two members of the public were in attendance.

Ward Councillor Stephen Reade advised the following:

- a) South Gloucestershire Council are predicting a deficit of £29 million against their planned budget. Local Authorities are not allowed to go into debt and therefore residents should expect to see cuts in services. Councillor Reade advised he is personally pressing South Gloucestershire Council to ensure funds are available to protect heritage sites. Councillor Stacey commented that other Ward Councillors would be lobbying for protection of other services against the cuts, which Councillor Reade agreed.
- b) A question was posed to Councillor Reade by the Clerk on behalf of a resident regarding further thruabouts on the A4147. Councillor Reade confirmed no further funding had been set aside.

124. Local Nature Action Plan

- Councillor Ros Mahoney advised those present that she has written an article for the forthcoming parish newsletter to engage with residents regarding this subject. She is giving consideration about presenting each household in the parish with a packet of wildflower seeds. Councillor Stacey commented that following South Gloucestershire Councils repair work to the pond on Francis Way, Bridgegate, there is a large patch of land that would benefit from planting of wildflower seeds.
- Councillor Mahoney also advised she is looking for further engagement in the Hedgehog project and has been in touch with Secret World and asked them to link up with the South Gloucestershire Council's Biodiversity and Commons Manager.
- All the work for the Local Nature Action Plan will complement the Commons Connections Project.
- Three disease resistant Elms will be planted at Siston Common North.

125. Bus Shelter Renovations

Councillors requested quotations to be sought to refurbish two bus shelters on London Road.

Resolved – All Agreed

The Clerk advised that the Council would not be able to consider the costs of renovating the bus shelter on Station Road at this meeting, as there was one quotation received too late for the Council to consider. She advised she would present the quotations for the December 2022 meeting.

Ward Councillor Reade asked for feedback about bus shelters being owned and operated in future by WECA. This was duly provided by Councillors present.

126. Benches

The Council approved the purchase and costs of three benches for the Wildflower Meadow.

Resolved – All Agreed

The Council approved the purchase and costs of one bench for Chapel Lane Play Park, subject to approval by South Gloucestershire of its placement. Ward Councillor Stephen Reade advised he would try and expediate its approval, as the Clerk has requested and reminded South Gloucestershire Council Asset Holder, without a response to date. The Clerk was requested to send a copy of her requests and reminders to Ward Councillor Reade.

Resolved - All Agreed

Councillors declined to add a Memorial Plaque to a bench in memory of Mr David Horswell, unless the bench was being paid for by the family. This is to ensure fairness to families who have previously had benches installed in the parish. The Clerk was asked to advise the family accordingly and invite the family to pay for a planned bench for the Wildflower Meadow.

Resolved – All Agreed

127. Engraving in the Memorial Garden

The Council approved movement of this agenda item to the December meeting, due to the absence of Councillor Bryant.

Resolved – All Agreed

128. Reinstate the walking of pathways by Councillors and create condition reports

The Council approved movement of this agenda item to the December meeting, due to the absence of Councillor Bryant.

Resolved – All Agreed

129. Allotment behind 27 Station Road Clear Up

Councillor Jon Gadsden agreed that he would assist Councillor Aled Rees to complete this activity.

Resolved – All Agreed

130. Newsletter

Councillors all agreed for the publication of the Newsletter in the new year 2023.

Councillors agreed the format of the Neighbourhood Plan section of the Newsletter.

Resolved - All Agreed

131. Can the Parish Council support South Glos. Council with the £29m deficit

Councillors had recently received a copy of the 2022.23 special expenses report. The Clerk was asked to continue to chase up a map, which shows which areas of Siston Parish the green spaces budget of £71k was applied to in that year? This would allow consideration to be given in future meetings to South Glos. Council funding deficit.

Resolved – All Agreed

132. Precept 2023.24

The precept proposal was circulated in advance of the meeting. The Clerk and Chairman presented the highlights. It was noted that an extra £4000 had been now set aside towards the payment of new accessible doors at Warmley Community Centre in the current years budget (2022.23).

The Council approved a precept request of £40,000 for 2023.24.

Resolved – All Agreed

133. Approval of the Clerks increased salary and working from home allowance

Councillors approved the Clerks pay increase from 1st April 2022

Resolved - All Agreed

Councillors approved the Clerks Claim of £24 per month for Working from Home Allowance from 16th December 2022

Resolved – All Agreed

134. Finance

a) Members received statement of accounts (receipts and payments) to the 29th October 2022

b) Members received and approved the bank statements to 29th October 2022.

c) Members received the Bank Reconciliation to 29th October 2022.

Resolved - All agreed.

135. Accounts for Payment

Members received the monthly payment approval spreadsheet.

It was highlighted by the Clerk that a further letter had been received from the HMRC to say the parish was in credit in the PAYE account and it had been confirmed through a telephone call with HMRC that this was due to overpayment in 2021.22 tax year. A deduction was made from the payment due this month, to take into account the credit.

The Clerk also highlighted a bill from Stone King Solicitors, which was for letters sent to the solicitors acting on behalf of Warmley Community Centre to chase the required deed in relation to making the centre a CIO. Councillors requested that the Clerk produce a letter, signed by the Chairman, to Warmley Community Centre, to advise that the ongoing payment of the solicitors bills on their behalf would need to cease as from 31st December 2022, as it was unfair to residents to maintain these expenses, due to the lack of action. The Clerk confirmed she had been asked by Ward King Solicitors to chase the Warmley Community Centre, to prevent spiralling costs, which she has done. A letter was then received, but the deed was still incorrect.

Resolved – All Agreed

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

1. S Thomas – Salary Nov - £1108.12 (including back pay to 1/4/2022)
2. HMRC PAYE Nov - £263.56 (£431.12 less a credit on HMRC £167.56)
3. S Thomas Expenses - £55.48
4. Bull Inn Farm (Brass Plaque) - £840.00
5. A Stacey – Chairs Allowance - £50
6. TDP Ltd (Bench Warmley Forest Park) - £396.40
7. Stone King Solicitors (WCC CIO) - £589.20
8. Warmley Community Centre room Hire (Oct/Nov 2022) - £52.80
9. South Glos Council Localism Charge Oct/Nov/Dec 2022 - £392.33
10. Royal British Legion Wreaths - £34.00
11. Crofts End Silver Band – Remembrance - £100

Resolved – All Agreed

136. Clerks Update and Correspondence

Update

- The new bench approved at Warmley Forest Park is to be delivered on the 10th November 2022 and installed shortly after by Chris Belcher.
- The Siston Parish Council grant application was altered to include the maximum amount per grant is £500 as requested by Councillors.

- Cllr Gadsden reported the broken gate at Brunel Close Play Area on 1st November 2022. South Glos. Council responded promptly, and a new part was required for a permanent fix.
- Cllr Dixon highlighted plant machinery parked on the Siston Common at the new housing development near Turners Farm. The Clerk reported to Matthew Lipton (Biodiversity and Commons Manager) and the matter was resolved.
- Some members of the Travelling Community arrived and made use of Bridgegate Common, which was reported to SGC Travellers Unit on 31st October.
- The Clerk made a further visit to the Bristol Archive to retrieve some financial data that was not required for historic records and it is now stored back with the parish.
- The Warmley Warm Space funded by the Parish Council will commence from 7th December 2022. A parishioner has kindly volunteered her time to run it, with support from the Council. It will run weekly until the end of January, when it will be reviewed. Tea, coffee, and biscuits will be provided. Lynne will supply cards, games and a quiz. All Councillors are requested to promote the Warm Space. Posters have been made by the Clerk which are displayed locally. Advertisements have also been placed on social media on Friends of Siston Commons and Siston Parish sites, alongside articles in The Week In.
- A Community Award nomination was made for the project manager, in recognition of the Platinum Jubilee Event to South Glos. Council on the 7th November 2022.

Correspondence

- Telephone calls and emails received from resident on 17th October 2022, advising a post had been removed from the small car park near the junction of Carsons Road and Siston Hill/Common. The Clerk contacted SGC and had the post reinstated.
- Notification of the Special Expenses received from South Glos. Council - £114, 656. An increase of £15,925 compared to 2022.23. The Clerk asked if there was a report on what last year's amount was spent on to provide more detail to the Council, with a map to show which areas of green space are covered by the charge.
- Email has been received from the Wick and Abson Clerk to advise of an overhanging dangerous branch on Homeapple Hill, that she kindly reported to South Glos. Council.
- A request was made by South Glos. Council for the parish to be involved in a count of Rough Sleepers, which was undertaken by Councillors Reed and Gadsden on the night of 14th November 2022.

Important Notes

- Mid-Year Financial Audit will be on the 7th and 8th December
- The Clerk is taking annual leave from the 16th December to the 24th December 2022. The office will be closed during this period

137. Friends of Siston Commons

Report sent ahead of meeting.

Councillor Mahoney also noted:

- a) Tree planting will take place on the wildflower meadow on the 14th December 2022.
- b) Friends of Siston Commons have been asked to assist St Barnabas Primary School.

138. Planning

a) Planning Applications – no objections.

b) Planning Decisions – all noted nothing to add.

Resolved – All Agreed

139. Any Other Business

- Councillor Gadsden advised that two public rights of way were blocked. Goldney Avenue to the Dramway and Goldney Avenue to the London Road. The Clerk was asked to raise this South Gloucestershire Public Rights of Way Team.

Resolved – All Agreed

- Councillor Gadsden commented that that the Station Master Pub development site was looking good and noted that the Parish Council had provided supportive comments at the planning stage.
- Councillor asked for an update on the injured person at the June Event.
- Councillor Hackett advised the group that there was a group of 15 members set up to highlight speeding on Webbs Heath and Siston Hill. They attended the CEF meeting for Boyd Valley.
- Councillor Hackett advised the group that a resident had highlighted to him that the telegraph pole opposite the Warmley Community Centre was most likely unique.

The meeting was then adjourned for public and press to leave for a closed section of the meeting.

The meeting was re-opened and a decision made to defer this item for the future and the meeting was closed.

Date of next meeting: 15th December at Warmley Community Centre

Meeting closed at – 20:39

Confirmed and signed

Chairman..... Date

Sara Thomas

Clerk for Siston Parish Council

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