



Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 19th January 2023 commencing at 7.30pm

Present – Parish Councillors Andrew Stacey (Chair), Alan Bryant, Mandy Dixon, Jon Gadsden, Ros Mahoney, Lisa Mannion, Nathan Reed and Aled Rees. Ward Councillors Samuel Bromiley, Sandie Davies and Stephen Reade.

159. Apologies for Absence Parish Councillor James Hackett and Ward Councillor Ben Stokes

160. Declarations of Interests under the Code of Conduct adopted May 2022

Councillor Stacey – Minute Reference 162 and 163 (Planning Application for Bridgegate Engineering/McBraid).

161. Minutes Approved

Full Council Meeting – 15th December 2022

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

162. Public Participation

17 Members of the public were present. 13 of them provided first name and surname only in a list.

A few members of the Public were passed a copy of the Parish Plan by the Clerk. A copy of the Parish Plan was also handed to Councillor Mahoney, who advised she would pass it onto the Architect for Bridgegate Engineering Company (McBraid), as requested prior to the meeting.

Councillor Stacey introduced himself as the Chairman to the attendees and advised he would ask the public to speak one at a time. He advised that as he declared an interest in minute references 162 and 163, he would not participate in the discussions.

Two members of the public read aloud statements outlining their objections to a planning application for an extension of the Bridgegate Engineering Company (McBraid) factory on Francis Way, Bridgegate, BS30 Reference P22/07171/F.

Two other members of the public raised further objections against the same planning application.

Two members of the public highlighted their concerns about other options if the plans did not proceed and alternatives such as residential homes or other businesses occupying the site.

Councillors Mahoney and Councillor Rees advised information gained from a site visit they made at Bridgegate Engineering/MBraid on the 19th January 2023 to those attending, including how the public had been consulted. Several members of the public responded by advising that there had only been limited consultation and invitations on site to the public, included a factory tour and the host was not always able to answer questions about the proposed plans. They advised that the timings of tours were in work hours and there were limited spaces, which meant that not all neighbours were able to take up the offer of a tour. Residents confirmed 30 neighbours had received flyers and some neighbours had received a visit to their door by members of staff from Bridgegate Engineering Company (McBraid). Members of the public felt the consultation could be improved and this resulted in lots of individual discussions between parties, before Councillor Stacey reminded everyone that this agenda item needed to come to a close.

Ward Councillor Sam Bromiley advised his objections to those present and explained the next steps of the planning process. He also advised that the planning process can take a long time to be concluded in his experience.

Members of the public were invited to stay for the remaining meeting, but declined the invitation and all 17 members of the public departed.

163. Planning Application for Bridgegate Engineering Company (McBraid)

Councillor Gadsden asked Councillors Mahoney and Rees to outline the visit they made at Bridgegate Engineering Company (McBraid) on the 19th January 2023, that had been organised by the Clerk to better understand the planning application made. They confirmed they had received factory tour and a presentation and time with the Architect and a senior member of the staff and were present from 11.10am to 2.30pm. They found the session informative and as a result they were happy with what they heard regarding the plans. Councillor Rees confirmed the company were able to provide an answer for each of the public objections. Councillor Mahoney asked Councillors to be mindful of the facts, for example the number of parking spaces, when assessing the application.

Councillor Mandy Dixon highlighted her concern regarding the demolition of the two houses on Bath Road, the removal of some of the commons to create an access and the blind bend on the Bath Road. Councillor Mahoney advised that Bridgegate Engineering Company/McBraid would be liaising with Matthew Lipton South Glos. Council Commons and Biodiversity Manager.

A short discussion took place regarding the lighting and the height of the proposed building, with no conclusion.

Councillor Gadsden agreed he would circulate a list of the grounds on which objections could be made for planning applications to all Councillors.

Councillors agreed that they would individually gather their thoughts and then would send a response of their approval or objection of the planning application with a rationale to Councillor Gadsden, with a copy to the Clerk. The Councillors agreed, that if it was unclear whether Councillors wished to approve or object to this application, by the gathering of the information, a further meeting would be held before the 26th January 2023, where a vote regarding the submission would need to take place. The Clerk confirmed that the response to this planning application should be received no later than the 26th January 2023 by South Gloucestershire Council.

Resolved: All Agreed

164. Ward Councillor Update

Ward Councillor Bromiley advised the acoustic camera pilot had now finished and the data was being analysed. Results were expected in March 2023. The Conservative group have committed to installing acoustic cameras in the future and it will include not only the ring road A4174, but also surrounding roads such as Warmley High Street, to prevent cars, seeking alternative routes.

Ward Councillor Stephen Reade advised that there had been irreparable damage to one tree in the Memorial Garden and others with damage, due to some local dogs eating the tree bark. He has reported it the Tree Team at South Glos Council and also to the dog warden. Councillor Gadsden asked if it was possible for a protective fence to be put around the base of the trees.

Ward Councillor Sandie Davies advised that the inclusion of a further 155 houses into Siston Parish from the 1st April 2023 has now been approved. Parish Councillors advised they were pleased to have new parishioners and had plans already to provide a newsletter to them shortly.

165. Newsletter 2023

Councillors confirmed they were happy with the Newsletter and agreed it could go to print.

Councillors approved the cost of the printing and the delivery.

Councillor Reed advised he would update the google hub questions regarding the Neighbourhood Plan and add the QR code to the parish website.

Resolved: All Agreed

166. Mid-Year Audit

The Clerk advised the outcome of the mid-year audit.

Councillors approved the Clerks recommendation to review the insurance at the end of its term at which time the cost of a packaged and tailored product would be compared.

Councillors approved the revision of the Financial Regulations to amend the procurement figures.

Resolved: All Agreed

167. Localism Contract

Councillors approved the contract for signing and returning by the Clerk. **Resolved: All Agreed**

168. King Charles III Coronation Planning

Councillors requested the Clerk to find out the costs of mugs and coins marking the Coronation of King Charles III for presentation to Warmley Park School pupils.

The Clerk confirmed there had been no communication yet received about lighting of the beacon.

Resolved: All Agreed

169. Warmley Community Centre Accessible Door

Councillors confirmed they had received a copy of the quotation provided by Warmley Community Centre. It was confirmed the quotation was for an accessible exterior door, a single and a double interior door.

Councillors approved the quotation and agreed the payment to Warmley Community Centre for the work to proceed.

Resolved – All Agreed

170. Memorial Garden

Councillors agreed that a sign was not presently required in the memorial garden, asking for dogs not to bite the tree bark, as action was already being taken by Ward Councillor Reade (see minute reference 163.)

Resolved – All Agreed

171. Station Master Pub Sign Restoration

Councillors agreed that they would like the Clerk to enquire about the pole on which the Station Master sign once sat to be purchased for maintenance, as a piece of parish heritage. This would be the first step in then considering a replacement sign.

Resolved - All Agreed

172. Finance

a) Members received statement of accounts (receipts and payments inc. v budget) to the 29th December 2022

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

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

Resolved - All agreed.

173. Accounts for Payment

The on-line payment of the following items for January 2023 were approved:

1. S Thomas – Salary - £795.50
2. HMRC - £231.44
3. S Thomas – Expenses - £70.48
4. South Glos Council – Mid Year Audit - £660.00
5. ALCA Training (STH Budget) - £30.00
6. A Bryant – Expenses (Allotment Key Cutting) - £10.00
7. Warmley Community Centre (Room Hire inc. Warm Space) - £158.40

Resolved – All Agreed

174. Clerks Update and Correspondence

Update

- The Clerk reported 5 lights out in the underpass by Tesco on High Street to SGC on report it on the 28th December 2022.
- A thank you for the bench installed in Warmley Forest Park was noted on social media by a resident.
- The Clerk sought confirmation that that Siston Parish Council are not able to sell advertising space on their bus shelters. General power of competence is not held and this information was shared with Councillors.
- Email sent to Matthew Lipton SGC Commons and Bio-Diversity Manager to ask how the Commons are funded, as we have been advised it is not through Special Expenses. He had advised that he thought it was and asked me to send me a copy of the Special Expenses map, so he can investigate. No further response was received prior to the meeting.

- On 4 Jan 23 the Clerk received the costs for the two shelter renovations, one on Station Road and one directly outside the Griffin , approved for renovation at the meeting on the 15th December 2022 and agreed for the work to start as soon as possible. It is likely the work will be done in April, due to the number of orders received by the company G W Shelters, who will be undertaking the work.
- Councillor Stacey asked for an assessment of the HGV Learner vehicles using the A420 and A4175 and the impact on the congestion and pollution. Oldland Parish Council advised they had not had any complaints regarding those routes, but had had complaints regarding increased use of Craven Way by HGVs and Learner HGVs and had put in a request for a weight limit on Craven Way. The Clerk wrote to Transport Services SGC to ask how to request an assessment of the A420/A4175 route on the 12th December 2022. This is the response: "I regret that there is very little that can be done to prevent the passage of large vehicles on any public adopted highway without introducing an Environmental Weight Limit through a Traffic Regulation Order to give it legal and enforcement status. Even if one were present, there would still be permission to enter such an area to deliver or collect, whilst preventing a through journey via the Limit. You do not specify where on the A420 and A4175 the HGVs are appearing and so there may already be an Environmental Weight Limit covering some of the areas into which such vehicles are unlawfully entering and driving through. I imagine that such learner drivers have to experience driving such large vehicles in a wide variety of environments including the very busy and main routes listed above. If there is unlawful passage through an EVL, it is the Police that remain the sole enforcing agency for investigating and enforcing any such abuse – I would therefore strongly encourage you to contact the local Beat Team for this area to raise this as an issue if you consider that such violations are taking place on a regular basis" There is no weight limit on this stretch of road which requires police attention, so no further action will be taken by the Parish Council at this time
- The Week In slot for communication to the Community is booked for the 26th April 2023.
- A new mandate was sent to HSBC to add the Finance Committee members to the mandate. This was sent signed for recorded delivery. It was received on the 24th November and signed for by a person named Joseph, however, it has not been processed by HSBC. The Clerk wrote to the Complaints Team at HSBC and asked for this to be investigated and for details of the banking ombudsman to be advised as part of the complaint's resolution, if it has been lost again. On the 18th January 2023, HSBC responded with an apology and advised the mandate was received on the 24th November 2022, but it was held up in their system, as it required branch authorisation and it had simply not been actioned. The correct mandate is now in place and the Parish Council account has been credited with £250 compensation.
- NS&I were also sent a revised mandate. They have updated the system with Councillors Reed, Mahoney and Dixon. They however, have not retained Councillors Stacey, Hackett and Bryant, so a letter has been sent to them to advise of the error. When sending the mandate, a covering letter was attached, which confirmed the intention of the mandate to prevent this happening. The Clerk is now awaiting a response form NS&I.
- Councillors Stacey, Gadsden and Bryant attended the allotment site and cleared overgrown bushes and compostable bins from the allotment which backs onto 27 Station Road, which was a request from the resident at an adjoining property. The compost bins have now been passed onto a resident.
- The Warm Hub volunteer updated that there were four new residents at the event on the 5th January 2022. Future considerations will be to offer soup and possible more advertising.
- Siston Parish Council Solicitors have advised the Warmley Community Centre Solicitors that the vesting declaration can now be issued on the 3rd January 2023, however the document has not yet been received for signing.
- Councillor Dixon requested road sign warning of deer on Webbs Heath and Siston Common for the forthcoming agenda. In preparation for the meeting the Clerk contacted South Glos. Council to ask about the possibility. SGC have advised they consider requests based on the number of reports and presently there are no/minimal recorded reports of incidents involving animals on that stretch of road and based on the South Glos Signs Policy, the available funding and resources, signs would not be considered. South Glos has to ensure

that there are not so many signs, which causes drivers start to overlook them completely. In addition, mention was made that as there are more residential properties on rural land, residents will naturally start to see more wildlife. The Clerk confirmed with South Glos. Council that even if the funding was from Siston Parish Council then the situation would remain the same.

Correspondence

- Email received from Simon Banks of SGC consulting on the change of Siston Parish Boundary. As a result of the meeting, Siston Parish Councillors were happy with the proposed inclusion of a further 155 homes which were in an unparished area for inclusion in the Siston Parish Council boundary from 1st April 2023 and a no objection email was sent to Simon Banks of South Glos Council.
- The precept request form was sent to Greg Evans of South Glos. Council on the 12th December 2022 and has been acknowledged as safely received.
- Email received from Ward Cllr Reade enclosing a copy of a Member Referral – to highlight concerns that the approved planning application for The Grange, Siston have not been adhered to, which will be considered under the Circulated Schedule.
- Initial enquiry received about a bench being placed in Warmley Forest Park, that was required by a specific tree and view. The resident lives outside of the parish and I have therefore referred her to South Glos Council, to the Commons and Bio-Diversity Officer to take forward her request.
- Letter received from a resident, asking about where the historical records are held for the parish, as he is trying to trace his family from the 1600s. The resident was advised about records held at Bristol Archive and Councillor Bryant was asked to assist.
- Email received from an Allotment holder advising of a broken padlock, that Councillor Stacey agreed to investigate.
- Email received from South Glos. Council to advise that voters at the forthcoming elections will need to present photo ID at some venues, before they can vote. Acceptable documents include passports, driving licences (including provisional), blue badge, concessionary travel cards, pass mark identity card, biometric immigration card, defence identity card, certain national identity cards.
- Email received to advise a temporary closure of Siston Lane from the 12th Jan 2023 for 5 days, due to flooding.

175. Friends of Siston Commons

Report sent ahead of meeting.

No Expenses from the grant this month.

176. Planning

a) Planning Applications – no objections.

b) Planning Decisions – all noted nothing to add.

Resolved – All Agreed

177. Any Other Business

a) Councillor Gadsden advised apologies for the meeting on the 16th February 2023

b) Councillor Dixon advised there have been two burglaries in the last week, one on Crane Close, where a mother and children were sleeping upstairs and another in Winfield Road.

c) Councillor Dixon informed the group that she had made a report to the police, as there are a group people gathering every day at 3.30pm by Turners Farm and displaying some anti-social behaviour. She has been advised that a gentleman was pushed over by one of the people, after he confronted them about their dog. Councillors asked Councillor Dixon to make sure the incident had been reported to the police, which she advised she had already recommended.

d) Councillor Mahoney and Councillor Dixon reported bad icy conditions on Siston Hill that was very dangerous. The Clerk explained that due to resources and funding at South Glos. Council they have recently declined to add this route for salting, but it is on a secondary plan for certain weather conditions. The Clerk asked the Councillors to report the ice, whilst it is occurring to South Glos. Council, so they can see the extent of the ice.

e) Councillor Rees presented the new proposed stickers for the bus shelters. All Councillors approved. He is able to obtain them free of charge on this occasion, but in future they will cost £7.50 per sticker.

Date of next meeting: 16th February 2023 at Warmley Community Centre

Meeting closed at – 21.00

Confirmed and signed

Chairman..... Date

Sara Thomas

Clerk for Siston Parish Council

Email:- sistonpc@gmail.com Tel:- 07946 858048