

SISTON

PARISH COUNCIL

Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 20th April 2023 commencing at 7.30pm

Present – Parish Councillors Andrew Stacey (Chair), Alan Bryant, Jon Gadsden, James Hackett, Ros Mahoney, Nathan Reed and Aled Rees. Ward Councillors Stephen Reade and Ben Stokes (arrived at 19.32pm)

1. Apologies for Absence Parish Councillor Mandy Dixon.

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

Councillor James Hackett – Chair of Friends of Siston Common

Councillor Ros Mahoney – Secretary of Friends of Siston Commons

Councillor Stacey – Min ref 9

3. Minutes Approved

Full Council Meeting – 16th March 2023

Extraordinary Council Meeting – 6th April 2023

Finance Committee Meeting – 28th March 2023

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

4. Public Participation

9 Members of the public were present.

A member of the public offered thanks to Siston Parish Councillors for the support of the Signal Box located on the Bristol and Bath Railway Path, next to the London Road, Warmley.

5. Ward Councillor Update

Ward Councillor Ben Stokes updated those present:

- He had attended the latest Community Engagement Forum and advised those present of some statistics presented there regarding a police rogue trader vehicle stop, on the A4174 ring road. He asked that people were aware of the police activity and also to be aware of their safety when using the road.
- Further regarding the police, he advised that they are noting an increase in people calling the police for matters which are suspicious, but when investigated are not matters of police concern.
- He reported that there are 500 Ukrainian refugees now living in South Glos., including some residing in Siston Common, which was noted as very positive by Councillor Stacey.
- He reminded everyone of the Westlink bus service and advised interested parties to look at the Travelwest.Info website.
- He further reminded everyone that ID is now required for voters.
- He recommended some guided walks on the Cotswolds with the Cotswold Wardens.

Councillor Stacey highlighted to both Ward Councillors his concerns regarding the double mini roundabout located by the Griffin Pub on the A420 and its use by HGV learner drivers. He advised that the learners are using the roundabout incorrectly when turning right from the A4175 and it concerns him that there may be a serious accident. Councillor Rees advised that the A420 at that point has a weight limit restriction. Ward Councillor Steve Reade advised he would look into the matter.

6. Community Pollinator Fund Grant

The grant applications were closed on the 19th April 2023, so the matter was not discussed.

7. Bench by the Signal Box

The Clerk advised the Councillors that a resident would like to purchase a new bench to replace an existing one on the Bristol and Bath Railway Path, next to the Signal Box, near the London Road, on the A420. The family would like to arrange for a plaque in memory for one of their relatives, who has links to Siston Parish. Councillors agreed for the Clerk to seek permission from South Glos. Council to replace the bench. Councillors agreed for the bench and installation to be paid for by the resident, as it is a Memorial Bench, in keeping with the benches presently owned by Siston Parish Council. Councillors agreed to add this bench to the Asset Register and to manage and pay for ongoing maintenance of the bench.

Resolved: All Agreed

8. Finance Committee Recommendations

Councillors agreed to the movement of the bus shelter refurbishment and the Local Nature Action Plan projects to be moved to the 2023.24 budget.

Council agreed to pay for the bus shelter refurbishments from the CIL funds.

Resolved: All Agreed

9. Clerk's salary

The Clerk and Councillor Stacey left the room for this discussion.

The Council approved the increase of the Clerk's salary by 2 spine points, backdated to the Clerk's appraisal.

Resolved: All Agreed

10. Finance

a) Members received statement of accounts (receipts and payments inc. v budget) to the 29th March 2023 and 31st March 2023 (Year End)

b) Members received and approved the bank statements to 29th March 2023.

c) Members received the Bank Reconciliation to 29th March 2023 and 31st March 2023 (Year End).

Resolved - All agreed.

11. Accounts for Payment

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

1. S Thomas – Salary - £795.70
2. HMRC - £231.44
3. S Thomas – Expenses - £60.48
4. ALCA Subscription - £870.90
5. Netwise (Internet package and Domain name renewal) - £420
6. Stone King LLP (Warmley Community Centre CIO) - £720
7. A Cook T/Z Fun X – Kings Coronation Wild Flower Seed packs for schools - £350 – Noted as already paid as agreed at the meeting 6th April 2023.
8. Fountain Trophies – Kings Coronation Medals for schools - £750 – Noted as already as agreed at the meeting on the 6th April 2023.
9. Warmley Community Centre (Room Hire) - £29

Resolved – All Agreed

12. Clerks Update and Correspondence

Update

- Congratulations to Councillors Andrew Stacey, James Hackett, Ros Mahoney, Aled Rees, Nathan Reed and Alan Bryant, whose applications to become Parish Councillors for the next four years from May 2023 have been successful, as there is an uncontested election.
- Warmley Community Centre vesting declaration has now been received. Councillors Bryant and Stacey queried the map that was enclosed with the declaration, as it was not showing the current image, including the ring road. It was confirmed we are handing back the land that was agreed as part of the Custodian Trusteeship. Stone King Solicitors also confirmed that Warmley Community Centre is not registered as the owner of the car park land on the land registry and this has been advised to Warmley Comm. Centre Solicitor for them to attend to and the Clerk has advised Tony Bell, the Chairman, as they may wish to register this area asap.
- A new accessible door, funded by Siston Parish Council has now been fitted. The internal accessible doors are yet to be completed as at 20th April 2023.

- Confirmation was received via MP Chris Skidmore's Office that the Environment Agency plans does still plan to repair the sluice at Warmley Forest Park in the new financial year, when the new funds are released.
- The Public Right of Way from Goldney Avenue to London Road has been approved by South Glos. Council, but has been sent to the Secretary of State for the Environment, Food and Rural Affairs to agree.
- Siston Parish end of year internal financial audit was held on the 20th April 2023 and passed successfully. The official paperwork is expected on the 26th April 2023.
- The final meeting of the warm space was held on the 29th March 2023 and the two volunteers were thanked for their hard work for the community. The volunteers took a record of attendance: 12 different people came to the event, with 76 attendances over the 16-week period. On average there were 5 people attending each week,
- The UK Emergency Alert will sound on mobile phones on the 23rd April 2023 at 3pm. NALC has produced a Q&A as there are concerns for residents with phones hidden due to domestic abuse and motorists driving at the time.
- The Clerk has requested Danny Dixon of South Glos. Council Planning Department for assistance with the Neighbourhood Planning next steps. He has advised that a steering group now needs to be formed and the first action is to designate the Neighbourhood area. Councillors agreed a meeting should be arranged on this subject and an agenda item set to organise was noted by the Clerk. One resident present at the meeting, noted her intention to be part of the steering group.
Resolved: All Agreed
- Following the extraordinary meeting of the Parish Council on the 6th April 2023 regarding the Kings Coronation, the wildflower seeds have been received. The medals have been ordered, paid for the delivery is expected on the 2nd May 2023, with circulation to schools in the w/c 2nd May 2023.
- The first payment has been made for the new Siston Village Signs to South Glos. Council and the Clerk is now waiting for the Design Engineer to get in touch.
- The bus shelters on Station Road and one outside the Griffin on the A420, London Road have been refurbished. Councillor Rees advised that some paintwork was incomplete and advised he would send photographs to the Clerk. All present agreed that the Clerk would speak to the contractor to get the issue resolved.
Resolved: All Agreed

Correspondence

- An email has been received from an allotment holder, asking if rubbish and brambles next to the fence has been cleared, as previously requested. Although the area was cleared by the Allotment Committee, there were remains of compost. As agreed in the March meeting, a skip was made available for residents.
- An email was received from PCSO Bianca Rotariu, introducing herself, as she covers Boyd Valley. She offered to send a regular report, which I accepted and I have also advised her of the meeting times.
- Letter received from Warmley Community Centre to advise the new hourly rate for room hire will be £14.50 from 1st April 2023.
- Cllr Hackett advised the low bridge sign by the junction of Carsons Road and Siston Hill has been knocked over and damaged. Email was sent to Streetcare to repair and replace it on 3rd April 2023.
- Telephone call and an email received from a resident looking for support to oppose the planning application for unit 11 Trubodys Yard, 121 London Road, BS30 5NA. This was passed onto the Planning Committee to consider and an objection then noted on the planning portal, taking into consideration the comments made.
- Email received from a resident asking what action the Parish Council have taken to support traffic calming in Siston Hill and Webbs Heath. I advised her that one year ago, Sam Bromiley put forward an application for funding for part of Siston Hill and that a request to look at traffic calming for the remaining Siston Hill and Webbs Heath was submitted many months ago and is on a list with South Glos Council's Assess and Decide Team. They are under-resourced, so we have been advised the wait may be long. The resident also asked for the dates of Parish Meetings, which were advised.
- Email received from South Glos Council who have advised there has been some fly tipping in Overscourt Wood. They will be dealing with the Forestry Commission to get it collected.
- Email received asking about Siston Parish Council's plans for celebrating the King's Coronation, which was advised.
- Telephone call received from a resident advising that Suez collection lorries were seen using the Webbs Heath and Siston Hill Road and turning at the junction with Carsons Road. There is a 7.5t weight limit on this route. The Clerk has written to South Glos. Council and a response was received to advise a tracking system was able to locate which truck had used the route and the crew had been advised not to use the route.
- An email was received from the Treasurer of William Champion Gardens. As part of the project planning 2023.24 it was approved that money would be set aside for Siston Parish Council to run a project to

improve this community garden. The Treasurer was asking if the money approved would be paid into the bank account of the charity. The Clerk has taken advise from ALCA and it was noted to all Councillors present at the meeting:

1. If an organisation would like to receive money for a project they are themselves running, then a grant application is required and would need to be assessed against the grant criteria and the approved or otherwise at a Council meeting. The grant process needs to be fair and accessible to all of the Parish.
2. If the Parish Council are to run and actively manage a project, then any invoices would need to be addressed, checked and approved for payment, against the work completed. An example of the recently completed bus shelter project.
3. It was confirmed to Councillor Mahoney, that the Interpretation Board project proposed in the current budget could proceed as a project by the Parish Council, when it commences.

13. Friends of Siston Commons

Reports sent ahead of meeting.

14. Planning

a) Planning Applications – The Clerk noted the objection to 11 Trubody’s yard, after correspondence with a resident.

b) Planning Decisions – all noted, nothing to add

A resident attending asked if there had been a planning application for the land at the end of Winfield Road. Councillor Stacey advised no planning application had yet been received by the Parish Council.

Resolved – All Agreed

15. Acknowledgements

Councillor Stacey thanked the outgoing Parish Councillors for their hard work and commitment to the Community and handed a card of thanks to Councillor Gadsden. Councillors Dixon and Mannion were not present. Councillor Stacey agreed to deliver a card of thanks to each of them.

16. Any Other Business

- Councillor Mahoney noted she was putting together plans for the Local Nature Action Plan and is giving consideration to enhancing the Warmley Community Centre.
- Councillor Rees advised there is a problem with water on the allotment, with water staying in the drainage ditches. Noted was the option of using the community payback members to complete the work.
- Councillor Hackett encouraged everyone to complete the consultation regarding grazing rights on Siston Common.
- Councillor Hackett asked who interested parties should contact, if they wished to become a Parish Councillor, as there are to be three vacant seats. It was confirmed they could contact the Clerk in the first instance.

Date of next meeting: 18th May 2023 at Warmley Community Centre

Meeting closed at – 20:25

Confirmed and signed

Chairman..... Date

Sara Thomas

Clerk for Siston Parish Council

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