



Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Tuesday 18th July 2023 commencing at 7.30pm

Present – Parish Councillors Andrew Stacey (Chair), Alan Bryant (arrived 19:35), James Hackett, Aled Rees and Stephen Reade.

72. Apologies for Absence: Parish Councillor Nathan Reade and Ward Councillor Marilyn Palmer.

73. Declarations of Interests under the Code of Conduct adopted May 2023

Councillor James Hackett – Chair of Friends of Siston Common

Councillor Alan Bryant – Men in Sheds – Min Ref 88 (number signs for the allotments)

74. Minutes Approved

Full Council Meeting – 18th June 2023

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

Extraordinary Meeting of the Council – 4th July 2023

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

75. Public Participation

One member of the public was present.

Resolved - All Agreed

76. Ward Councillor Update

None Present

77. Youth Activity – Presentation by Hannah Panes of Create Youth Network

Hannah Panes and her colleague Jack - Youth Work Managers from Creative Youth Network (a charity) - gave a presentation on the set up of the current South Glos. Council youth work provision, the future commissioning of the youth work currently being undertaken by South Glos. Council for 2024 to 2029/31 and the bid they made for lot 3. South Glos. Council have split their area into 3 lots. Siston is in lot 3. The bid made by Creative Youth Network does not include any provision for Siston. It was explained that if Siston Parish Council wished to make youth provision, they would need to invite three tenders for a consultation with the local young people to see what provision is needed in the Parish and then further tenders to look at costs for the provision of any youth work and then select one provider. Hannah advised that a typical cost for one session at an indoor youth club for 44 weeks of the year is around £12,000 to £15,000 per annum.

The Council were in agreement that they would wish to make youth provision in Siston Parish in the future and would look to create a project for the 2024.25 budget and precept.

Resolved: All Agreed

78. Local Nature Action Plan

Councillors advised that due to the three vacancies on the Parish Council, there was insufficient resources for one Councillor to own this project.

Councillors asked the Clerk to circulate the notes from the Parish Councillor who resigned on the 30th June 2023, which contained ideas of how a Local Nature Action Plan may be implemented in the Parish.

Councillor Bryant reminded everyone that the Dramway was a natural nature corridor.

Councillors asked for this item to be moved to a future agenda.

Resolved: All Agreed

79. Committee

Councillor Rees was confirmed as the third member of the Planning Committee, alongside Councillors Reed and Stacey.

Councillor Bryant was confirmed as the third member of the Finance Committee, which he agreed to do

temporarily, until the number of Parish Councillors increases.

Resolved: All Agreed

80. Addition to the NS&I and HSBC Mandates

Councillors agreed for the addition of Councillor Reade to the mandates of all NS&I and HSBC Accounts as a signatory.

Resolved: All Agreed

81. Scribe

Agreement was made for the Parish Council finances to be moved and managed on Scribe and also to the costs of the initial movement and ongoing annual payments for the system (Proposal and costs sent in advance of the meeting).

Resolved: All Agreed

82. 80th Anniversary of D Day – 6th June 2024

Councillors agreed to the lighting of the beacon and a parish celebration, with a piper and a choir in attendance, which was requested by a resident. Also approved was for the resident to co-ordinate the project, alongside the Council.

The Clerk advised that the funding will need to be made available. Councillors agreed to create a project for 2024.25 and include the costs in the budget and precept for the forthcoming year. Consideration will be given in the project outline for the VJ Day celebrations also.

Councillor Reade asked the Clerk to ask the Ward Councillors if any grants may become available for the celebration.

Resolved: All Agreed

83. Warmley Brook Pollution

Councillors asked the Clerk to write to the Environment Agency and ask for the outcome and actions of the incidents that have reported.

The Clerk was asked to highlight the issue to Wessex Water also at <https://www.wessexwater.co.uk/your-wastewater/reporting-pollutions>.

Resolved: All Agreed

84. Memorial Plaque for existing bench

Councillors declined the request for a resident to add a memorial plaque to an existing bench. It was decided that it was not possible to offer all residents this opportunity and therefore would be unfair.

Councillors asked the Clerk to advise the resident that they would reconsider a request if a bench and plaque were purchased.

Resolved: All Agreed

85. Grants

Councillors approved a grant for Warmley Flower Show of £150.

Resolved – All Agreed

86. Finance

a) Members received statement of accounts (receipts and payments inc. v budget) to the 29th June 2023

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

c) Members received the Bank Reconciliation to 29th June 2023.

Resolved - All agreed.

87. Accounts for Payment

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

1. S Thomas – Salary - £840.11
2. HMRC - £250.64
3. S Thomas – Expenses - £80.48
4. Woodstock Tree Services – Review and Repair of Owl Boxes - £360.00
5. Warmley Community Centre – Room Hire - £29.00

Also agreed was payment of the approved grant min ref 85 – Warmley Flower Show

Resolved – All Agreed

88. Clerks Update and Correspondence

Councillors agreed for the Gmail and Microsoft Office Storage to be increased and approved the costs.

Resolved: All Agreed

Update

- Rob Wilshire of South Glos. Council Assess and Decide Team has asked the Parish Council to confirm which Ward Councillor will sponsor their application for traffic calming assessments on Webbs Heath and Siston Hill Lane. In addition, a formal application is now required. The Clerk has written to Ward Cllrs Marilyn Palmer and Ben Stokes to ask for them to sponsor the application. A meeting is to take place attended by residents, Ward Councillors and Parish Councillors on the 21st July at 6pm, outside Brook Farm, Webbs Heath.
- Warmley Comm. Centre have advised the internal accessible doors funded by the Parish Council in 2022.23 should have been fitted around 26th June 2023, but not still currently fitted.
- South Glos Street Cleansing Team will commence the agreed work at Siston Hill Estate (priority 1) , road signs (in particular those on Tower Lane/Tower Roads North and South) (priority 2) and some graffiti on bins at Turners Farm and the football pitch at Siston Park (priority 3) will be completed late July. Work will be completed in priority order and may all not be completed, as the time in the parish is limited to one week.
- The Clerk has emailed Shaun Wilson of South Glos Council to ask about amendment of the routine maintenance of the Bristol and Bath Railway path, as discussed at the June 2023 meeting. The section next to Siston Common which is on a hill towards the Warmley Waiting Room has become an area of concern, due to the users being pushed into the centre of the pathway, on blind bends, as the vegetation is always overgrown. Shaun Wilson has advised the route gets cut back in June and the autumn each year. The Clerk has asked the resident who presented the issue in the meeting how often and what season this causes most issues. No response received.
- The six owl boxes have been added to the Parish Council asset list and the insurance. There has been no effect on the cost to the insurance in this year.
- Temporary Road Closure of Shortwood Road from 2nd Sept 2023 for 18 months, for tree felling – The 525 bus will be escorted through the roadworks on days when the road is closed. At the request of Councillor Reade, the Clerk has asked for road signs to be erected at the top of Siston Lane during the closure to prevent HGVs using the route.
- On the 22nd June 2023 – The Clerk sent a letter via Cllr Hackett to the Walking and Cycling Forum to endorse the proposed safety measures to reduce speed between the hill as it passes Siston Common to the Signal Box Warmley.
- The Clerk has written to Ward Councillor Marilyn Palmer, as agreed at the June 2023 meeting, to ask for her assistance in expediting the creation and installation of the Siston Village Signs. The fee to commence the work was paid by the Parish Clerk in March and the work does not appear to be progressing, despite chasing South Glos. Council. A response was received via Marilyn to advise that that there will be a short delay due to resource issues at South Glos. Council.
- The Clerk is investigating the cost of wooden numbering signs for the allotment plots. Oldland Parish use plastic signs, written with pen, purchased from an online supplier. A quotation has been requested from Men in Sheds for a wooden version on 22nd June 2023, which is presently outstanding.
- The first meeting of the Neighbourhood Steering Group led by Councillors Reade, supported by Councillors Hackett and Reed, will be held on the 9th August, 7pm at the Warmley Community Centre, Wakeford Lounge. All residents who were interested have been contacted and two have advised they will be present so far.
- A letter to remove former Councillors Jon Gadsden and Mandy Dixon from the NS&I mandate has been posted.
- Councillor Bryant asked the Clerk to look at information relating to a project agreed by the Parish Council in October 2020, to add names of the fallen, missing from the memorial plaque on the war memorial in the Memorial Garden. At the time £700 was set aside in projects for the budget year 2020.21, but the project has not progressed. The Clerk had proposed to Councillor Bryant to include this project for 2024.25 budgeting exercise. The steps will include an application for planning

permission to alter a listed building, approval from the Memorial Trust and the cost of the plaques and installation.

- Councillor Mahoney resigned with immediate effect on the 30th June 2023. The vacancy for a new Councillor for the Common Ward went onto the noticeboards on the 10th July and the Parish Council will be notified on the 28th July if there will be an election. There are also two other Councillor vacancies.
- Two complaints were received from residents, relating to commentary on the planning portal by individual Councillors. These were resolved by the Clerk and one resident confirmed they were happy with the resolution.
- Councillors were reminded that they could comment as an individual on the planning portal on any application they choose, however, they must refrain from using their title, role or comment on information they have gained in relation to Parish Council activity. Feedback on applications made on behalf of the Parish Council are agreed democratically by the Full Council.
- Councillor Andrew Stacey shared photographs with the Council of the restored Station Master Pub sign. Councillors were impressed and a letter of thanks and compliments was prepared to send to the site owner, to be shared with the restoration team and the artist.

Correspondence

- Email received from an allotment holder. They wish to discuss some issues at the allotment, including a requirement to add a water source. Aled Rees asked to make contact on 16th June 2023.
- Email received from resident to advise further pollution at Warmley Brook on Saturday 17th June, white foam travelling the distance for three hours – The Clerk reported it to the Environment Agency - Ref 2162149
- Email received from Warmley Comm. Centre. They have asked for the parish consent to hand over the custodian trusteeship for land at the centre. The Clerk has advised that there is no known custodian trusteeship for any further buildings and land, other than that, which has already been handed over, with the vesting declaration being completed and a final copy awaited.
- Email received from a resident concerned that the Parish Council should take more action regarding the pollution at Warmley Brook. They are concerned that despite residents reports to South Glos. Council and the Environment Agency there is no improvement and wildlife are being killed or going elsewhere. Item added to the agenda.
- Several emails have been received from residents regarding the Bridgegate Engineering Planning Application.
- Email received from a resident, noting the removal of a bollard to prevent vehicle access onto the railway path by Siston Park. The resident wrote directly to Streetcare, South Glos. Council and copied the Clerk into the correspondence.
- One phone call and some emails were exchanged with a second resident reporting a bollard had been knocked over on the pathway, next to the small car park on Siston Hill. The resident was fearful of this being an attempt to get vehicles onto the common. The post was replaced in 48 hours, but is broken, so a permanent fix is needed.
- Email received from Stone King Solicitors to advise they have not heard anything further from Warmley Comm. Centre Solicitors regarding the final vesting declaration or them accepting that further costs will be at the expense of the centre.
- Email received from a resident asking for the Parish Council to meet with her to discuss overgrown hedges and grass near her home. She advises she has had no success in trying to arrange a meeting with South Glos. Council. Councillor Stacey agreed to meet with her.
- Several emails were received from a second resident concerned about the bollard and also a wooden post being knocked over near the football pitch at Siston Park. He was concerned vehicles accessing the site. He also reported being concerned about his daughter who was home alone and the time taken by South Glos. Council to resolve the problem. South Glos. Council advised that a key had been lost which meant the bollard had not been put back, as a new key had to be obtained and the wooden post will have a new fixture, so it can be taken down and put back up to allow South Glos Council workers to access the site.
- Email and telephone call received from a resident asking for further details about the site visit and committee meeting relating to the planning application for Bridgegate Engineering. The resident has

advised they have had been transferred through various departments at South Glos. Council and not able to get a response. The Clerk has written to the Planning Officer and Samuel Bromiley. Details of the meetings were advised and circulated.

- Letter received from David Tibbatts who is managing the introduction of cattle on Siston Common for South Glos. Council. Letter and email were shared with Councillors on the 13th July 2023. This letter outlines the background and the proposed use for a NoFence control system for cattle control. David is looking for the support from the Council when a planning application is received and wished to allay any fears of the system and harm to animals.
- Email received from a resident to highlight overgrown tree branches and bushes on Merritt Way. This has been sent by the resident to Streetcare.
- Email received from Dan Norris – Metro Mayor, which is highlighting Birthday Bus and Green Upgrades to homes:

“Many happy returns and singles

I'm pleased to let readers of Siston know about Birthday Buses. Please do apply at www.birthdaybus.co.uk There you can apply for a special Birthday bus pass for free bus travel throughout the whole month of your Birthday. We have ambitious net zero targets in the West of England and 44% of our carbon emissions currently come from transport. This is a plan to encourage people to try the buses and hopefully switch to them, which in turn will mean more fare income and so better buses in the future too. You'll need a digital style passport photo and a local address to apply - and to fill in a couple of quick questions about your travel habits.

Thinking about a green upgrade to your home?

The new “Retrofit West” Advice Line has been launched. Call 0800 038 6733 to find out about measures that could suit your home and get advice on next steps.”

89. Friends of Siston Commons

A report was circulated in advance of the meeting.

Councillors asked for compliments to be sent to the author for the report via Councillor Hackett.

90. Other Business

- Councillor Reade advised there may be funding of £100,000 for improvements to the Bath and Bristol railway path and he is looking to create a list of incidents. The Clerk was asked to add this to the next agenda. He also asked Councillor Hackett to send him his contacts for the Walking and Cycling Forum. A small discussion took place about the possibility of lights on the path.
- Councillor Bryant advised that allotment plot 13 had now been let. It was confirmed by the Clerk that the residents who had not accepted the offer of the plot has been removed from the waiting list.
- Councillor Rees advised the Council that the Allotment Committee had at the request of an allotment holder looked into the provision of a water source on site. He has looked into the options and spoken to other tenants and concluded that the Council should decline the request, because not all tenants agree to the request for the water and in addition the low £20 per annum fee would need to be significantly increased. Councillor Stacey suggested that further water butts could be placed near drainage of a local business and this would provide additional water. Councillors agreed to this idea being added to a future agenda for investigation.

Resolved: All Agreed

- Councillor Stacey noted the weeds and overgrown bushes at one of the allotment entrances. Councillors Hackett and Reade agreed to cut them back in the coming weeks.
- Councillor Bryant updated those present on the number signs for the benches.
- Councillor Bryant asked for a future agenda item to discuss the possibility for allotments on the old Grimstones Nursery site on Tower Road North. A planning application has been agreed, but a section of the area cannot be used for housing.

Date of next meeting: Thursday 17th August 2023 Community Centre

Meeting closed at – 21:14

Confirmed and signed

Chairman..... Date

Sara Thomas

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