



**Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 18<sup>th</sup> January 2024 commencing at 7.30pm**

**Present** – Parish Councillors Andrew Stacey (Chair), Alan Bryant, Justine Davies, Ben Milsom, Aled Rees and Gloria Smith. Project co-ordinator (80<sup>th</sup> Anniversary D-Day) – Ian Adams (left 20:00).

**206. Apologies for Absence:** Councillors James Hackett, Steve Reade and Nathan Reed and Ward Councillors Marilyn Palmer and Sandie Davies.

**207. Declarations of Interests under the Code of Conduct adopted May 2023**

None

**208. Minutes Approved**

Full Council Meeting – 21<sup>st</sup> December 2023.

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

Extraordinary Council Meeting – 8<sup>th</sup> January 2024.

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

**209. Public Participation**

None present.

**210. Ward Councillor Update**

None present.

**211. 80<sup>th</sup> Anniversary of D Day – Beacon Lighting**

A presentation was given by Ian Adams (Project Coordinator) – which had been circulated to Councillors in advance of the meeting.

- Volunteers are required: To assist parishioners from the parking at Warmley Community Centre and potentially Warmley Forest Park to the beacon / Meet and greet residents at the beacon / To set up the safety barriers and road closures – pre and post event. A request will be made on social media. Any volunteers must complete the Counter Terrorism Training.
- A gazebo is being sought by Ian – in case it rains.
- Siston Parish Council needs to add a page to its website.
- The promotional poster will be encouraging people to walk and cycle to prevent parking on the commons.
- Councillor Rees offered to have his fire engine present to dampen the grass in case of very hot weather.
- Councillor Davies agreed to approach Bendry Bros. wood yard to obtain some chicken wire to go inside the beacon, to prevent the wood falling out, particularly when lit.
- Councillor Milsom volunteered to shadow Mr Adams on the event.

It was noted that presently there is an issue with South Gloucestershire Council's approval to cut the grass around the beacon. This is a necessity to ensure health and safety. An outcome is being pursued by the clerk.

Costs were approved totalling £410 – which can be paid if invoices are received:

- Bagpiper - £140
- TEN Licence - £10
- Audio Equipment - £200
- 1940's Quartet - £160

**Resolved: All Agreed**

### **212. Local Plan – Phase 3 Consultation**

Councillors approved the response letter to the consultation – with the addition of a mention of a roman road, which passes through Warmley, including Winfield Road, as the area around this road is earmarked for development. The clerk was authorised to send the response to South Gloucestershire Council.

**Resolved: All Agreed**

### **213. Committees Review**

Councillors approved the following committees:

HR – Councillors Bryant, Hackett, and Reed

Finance – Councillors Reed, Stacey and Smith with Councillor Bryant available if a meeting will not be quorate.

Allotments – Councillors Bryant, Milsom and Rees

Planning – Councillors Davies, Rees, Reed, and Stacey

**Resolved: All Agreed**

Councillor Davies is going to look for a training course for Planning in Plain English on the ALCA website and advise the clerk of a suitable date.

### **214. New Bin Request – location ///blank.looked.twig**

Councillor Rees agreed to visit the site and check the location of the nearest bin and report back to the Council next month.

**Resolved: All Agreed**

### **215. Finance**

a) Members received statement of accounts (receipts and payments inc. v budget) to the 29<sup>th</sup> December 2023

b) Members received and approved the bank statements to 29<sup>th</sup> December 2023.

c) Members received the Bank Reconciliation to 29<sup>th</sup> December 2023.

**Resolved - All agreed.**

### **216. Accounts for Payment**

The on-line payment of the following items for January 2024 were approved:

1. S Thomas – Salary - £881.49
2. HMRC - £276.69
3. S Thomas – Expenses - £100.47
4. ALCA – Essential Councillor Training for Councillor Milsom - £40

### **217. Clerks Update and Correspondence**

#### **Update**

- The Neighbourhood Planning Steering Group are looking for someone to assist with the Biodiversity and Environment section of the work towards the plan.
- The noticeboard at Siston Hill estate is broken. It is owned by South Glos. Council and was reported on the 2<sup>nd</sup> Jan 2024. A fix is planned; however it was noted that the pot of money set aside for has depleted, due to the vandalism in the area.
- The planning committee have been asked to comment potential S106 spending on an application for 85 dwellings - Barrington Close & Fairfield Close, Kingswood (P23/03393/F) and advised youth work activity should be a priority.
- The repair to the bus shelter on Anchor Road has been organised with South Glos. Council - HandyVan.
- The quotation to install the IBC on the allotment site has been requested but not received to date.
- The clerk has worked with the Ordnance Survey to produce a map in a format that will be used now to create the interpretation board.
- Contact was received from MP Chris Skidmore - which advises the Environment Agency have now established a project to commence the repair of the Warmley Forest Park sluice gate and are currently looking for a contractor to undertake the work.

#### **Correspondence**

- Notification was received to advise no written submissions were received by the Secretary of State regarding - Wildlife and Countryside Act 1981 - Section 53 Order Making Authority: South

Gloucestershire Council Title of Order: (Footpath between Goldney Avenue and public footpath PSN 52 (The Dramway) at Warmley) DMMO 2020

- An email was received from a resident asking for a new bin to be installed (min ref 214). He regularly picks up litter on behalf of the community. The resident asked to be notified of the charge South Glos. Council make to empty a bin owned by South Glos. Council which was advised. He also asked for confirmation of the charge made when Siston Parish Council make a report about other litter clearance, which was advised as nil. Also mentioned was a possible cartel – the Clerk has advised the process of obtaining quotations for repair costs as dictated by the Financial Regulations.
- An email with photographs has been received from a resident, showing lengthy queues outside the Carsons Road amenities site. This has been witnessed by the Clerk and a parish councillor. The issue seems to be caused by the recycling trucks using the same entrance as the customers. The Clerk has emailed Suez to advise of the problem and ask if the situation can be resolved or improved.

#### **218. Friends of Siston Commons**

No report was provided this month.

#### **219. Planning**

A report was sent in advance of the meeting.

#### **220. AOB**

- Councillor Stacey explained that he was unable to provide the brass plaques to the Councillors for fixing onto the benches, as the numbers on the plaques do not coordinate with the list we hold. Councillors Davies and Stacey agreed to check the numbers on the physical benches against the list.
- Councillor Stacey noted he had advised the Commons and Biodiversity Officer of South Glos. Council that a property on Norman Road had not removed a temporary plastic fence, which was only agreed as an interim measure, whilst a stone wall was built.
- Councillor Bryant confirmed the date of the newsletter was May and advised he felt inclusion of the result of the Local plan consultation may dictate when the newsletter is issued, along with the 6<sup>th</sup> June 2024 beacon lighting.
- Councillor Bryant advised he had an enquiry from a resident asking if they had commoners' rights. He had scanned a copy of this information, before it went to archive in 2022 and was able to pass this onto Councillor Reade, to answer the resident's question.

**Date of next meeting: 15<sup>th</sup> February 2024 Community Centre**

**Meeting closed at – 20:16**

**Confirmed and signed**

**Chairman..... Date .....**

*Sara Thomas*

**Clerk for Siston Parish Council Email:- [sistonpc@gmail.com](mailto:sistonpc@gmail.com) Tel:- 07946 858048**