

# SISTON

## PARISH COUNCIL

### **Minutes of the proceedings of the Siston Parish Council Meeting held at Warmley Community Centre, on Thursday 20<sup>th</sup> June 2024 commencing at 7.30pm**

**Present** – Parish Councillors Andrew Stacey (Chair), Alan Bryant, Justine Davies, James Hackett, Ben Milsom, Steve Reade, Aled Rees, Nathan Reed and Gloria Smith. Ward Councillor Sam Bromiley

**46. Apologies for Absence:** Ward Councillor Marilyn Palmer - approved

**47. Declarations of Interests under the Code of Conduct adopted May 2024**

Councillor James Hackett – Chair of Friends of Siston Common

Councillor James Hackett – Trustee of Warmley Community Centre

**48. Minutes Approved**

Full Council Meeting – 16<sup>th</sup> May 2024

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

**49. Public Participation**

None Present

**50. Ward Councillor Update**

Ward Councillor Sam Bromiley updated everyone present:

- Traffic calming is being considered on Stanley Road. Residents will be consulted.
- Traffic calming is still being progressed between Stanley Road and Siston Hill. They are looking at several options. There have been lots of near misses on the bend.
- Sam still intends fighting for no building in greenbelt. The local plan work has gone quiet due to the forthcoming general election. There is a possibility that the number of homes required in South Glos. will reduce, not only in the parish, as the government “standard method” for calculating the number of homes has changed.
- Sam and a colleague Andy Cox have been walking the lanes. They are identifying the overgrown areas and organising with South Glos. Council to get the lanes cut back.
- Longwell Green Active Leisure Centre has just refurbished its gym with some funding of South Glos. Council. There are plans being put together to extend the facilities, possible using the car park land.
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**51. Neighbourhood Plan**

Councillor Reade provided an update:

- There are now only a small number of residents assisting with the plan. He offered thanks to Councillor Hackett for his assistance.
- He advised other parish councils have used a consultancy service to progress their plans.

It was approved that Councillor Reade could apply for a grant from Locality to utilise on a consultancy for the Siston Parish Council Neighbourhood Plan.

**Resolved: All Agreed**

**52. Local Climate and Nature Action Plan**

Councillor Reade reminded everyone that in the plan agreed was an action to engage the community. He advised that he had engaged with Nick Hudson to help the parish council commence this work.

The council heard a presentation from Nick Hudson. He is self-employed: He is an Ecologist and trained in community engagement. Nick has worked with local groups including William Champions Garden. He can offer three group engagement sessions with the local community. He advised he looks to engage people in what they are passionate about and not about the undertaking of work.

The council agreed for the sessions to be undertaken and the costs of £360.

**Resolved: All Agreed**

### **53. Financial Regulations 2024.25**

Council approved the new Financial Regulations, subject to the fix of a link on the front page, before publication.

**Resolved: All Agreed**

### **54. Risk Assessment 2024.25**

Council approved the risk assessment document and contents.

**Resolved: All Agreed**

### **55. Review of Committees**

Allotment Committee: Councillors Bryant, Milsom and Rees.

HR Committee: Councillors Bryant, Hackett and Reed.

Planning Committee: Councillors Davies, Rees, Reed and Stacey

Finance Committee: Councillors Reed, Smith and Stacey with Councillor Bryant acting as a deputy.

**Resolved: All Agreed**

### **56. Review of Defibrillator Responsibility**

Councillor Rees to remain responsible for the checks.

**Resolved: All Agreed**

### **57. Freres Alms Houses**

Councillor Smith was appointed to the role.

Councillor Reade will assist with manual work.

**Resolved: All Agreed**

### **58. Banking Arrangements**

Councillors agreed to move all banking, including the NS&I investment accounts to NatWest £50,000 to be in the NatWest 90-day liquidity account, with the remainder in a NatWest Business Current Account.

**Resolved: All Agreed**

### **59. Youth Activity – Skate Park Jam Summer 2024**

The clerk advised Creative Youth Network have advised plans are progressing well, with the date of the 7<sup>th</sup> September 2024, looking to be the date. They have provided a copy of their application, including the risk assessment and public liability insurance to the parish, which has been retained. The clerk has completed a form on behalf of the parish, along with the Oldland Parish as leaseholders, with Bitton to do the same shortly. Councillors agreed to help deliver any marketing material.

**Resolved: All Agreed**

### **60. Warmley Wheelers Grant Application**

Councillors approved the payment of a grant for £485, as requested, subject to two conditions: 1. That any monies unused on one year would be returned to the parish council and 2. That Warmley Wheelers join the annual meeting of the parish in May 2025 to talk about their work completed and the forthcoming year. The clerk was asked to send a letter to this effect.

**Resolved: All Agreed**

### **61. Finance**

a) Members received statement of accounts (receipts and payments inc. v budget) to 29<sup>th</sup> May 2024

b) Members received and approved the bank statements to 29<sup>th</sup> May 2024.

c) Members received the Bank Reconciliation to the 29<sup>th</sup> May 2024.

**Resolved - All agreed.**

### **61. Accounts for Payment**

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

1. S Thomas – Salary - £886.81
2. HMRC - £0 – HMRC advised a credit on the account so the sum of £277.91 was not required to be paid.
3. S Thomas – Expenses - £61.32
4. Chairs Allowance - £50

5. Warmley Community Centre – Room Hire - £68.40
6. At Your Service – Delivery of Newsletters - £195
7. Smart Trees – Removal of Ash Tree from the allotments - £475 – paid with finance committee approval on 24<sup>th</sup> May 2024, as the contractor required immediate payment.
8. Sheild Environmental Services – Removal of a asbestos from allotments - £171.54
9. Audio Engineer – PA System for the beacon lighting – £200 – Paid 7<sup>th</sup> June, as approved for payment by the council min ref 211, Feb 2023.
10. Sophie Smith – Songsmith Quartet – Entertainment at the beacon lighting - £160 – Paid 10<sup>th</sup> June, payment pre approved by council – min ref 211, Feb 2023.
11. Grant Warmley Wheelers - £485
12. Nigel Smith – Reimbursement to resident for wood used to create a new memorial box for the memorial garden - £72.00

**Resolved – All Agreed**

## **62. Clerks Update and Correspondence**

### To Note

- The documentation for the External Financial Audit went to BDO LLP on the 22<sup>nd</sup> May 2024.
- The Notice of public rights was displayed from the 24<sup>th</sup> May 2024 on the website and noticeboard.
- Council to approve the new publication scheme, added to the website on the 19<sup>th</sup> June 2024.

### **Resolved: All Agreed**

- Meeting to be held on 24<sup>th</sup> June at 10am on site at Webbs Heath and Siston Hill with Ward Councillors Palmer and Stokes, as well as Lee Cowle from South Glos. Council to talk about the verges.
- On Thursday 11<sup>th</sup> July, at 3.30pm, in Patchway, South Glos. Council will be launching their new youth bus “Dotty”, with a small reception. They would like representation from the clerk and parish council.

### Update

- South Glos. Council agreed to the parish council not paying for a second bin emptying at Fisher Road.
- It was identified that the White Hart Pub has installed new benches on the common land, and also they have installed some lighting. The clerk has reported this to Matthew Lipton, Commons and Biodiversity Manager of South Glos. Council and also to planning enforcement. No action to be taken.
- A resident has written to Oldland Common Parish Council to highlight risks in young unsupervised children using the skate park, whilst others are skating and doing tricks. Siston Parish clerk is looking into suitable signage (due to the combined ownership of the skatepark) to highlight the issue, having spoken with South Glos. Council and a possible communication with schools.

### Correspondence

- Two emails of complaints were received about the grass verges on Webbs Heath on Siston Hill – poor visibility was still being experienced. This was reported again to South Glos. Council.
- A phone call and two emails were received from residents reporting travellers, asking for scrap metal on Siston Common, which were reported to the Travellers Unit.
- An email was received advising of a homeless lady, living in a tent on Webbs Heath. She had recently been taken unwell. The parish council reported the lady to Streetlink, so that the lady will receive a welfare visit.
- An email was received about the grass verge between Little Brook Farm and Meadow Farm. It had not been cut back in two years and was causing issues with the safe exit from properties. This reported by the clerk to South Glos. Council and the verge was cut. The resident subsequently advised the work looked rushed.
- A compliment email was received from a resident, following a post she put on social media about the beacon lighting event. She asked the clerk to highlight to the council that a beacon had not been lit in Bath and when she wrote on social media on the Oldland Common group, some residents noted they had not been aware of the event.
- Positive feedback was also received from Ward Councillor Ben Stokes regarding the D Day celebrations.
- Email received from Warmley Wheelers. They will be proposing putting a storage unit in the small car park, in front of the Scout Hut at Warmley Forest Park and are asking for support from the council.

### **63. Friends of Siston Commons**

Report circulated in advance of the meeting.

Councillor Hackett advised the health walks on a Thursday are going well. The group is getting bigger, and it is different residents each time.

### **64. Planning**

a) Planning Applications – all noted, nothing to add

b) Planning Decisions – all noted, nothing to add

**Resolved – All Agreed**

Councillor Justine Davies updated the group on her attendance at the South Glos. Council site meeting of the committee, at 61 Siston Common.

### **65. Other Business**

- Councillor Reade asked for an agenda item for the July meeting for the V J Day celebrations for 2025.
- Councillor Hackett asked for an agenda item for the July meeting for a new noticeboard at Siston Hill Estate.
- Councillor Hackett advised he had met the new Ward Councillor Angela Morey. She is going to be organising a litter picking event.
- Ward Councillor Sam Bromiley advised the sad passing of our colleague Ward Councillor Sandie Davies, after a short illness.
- Councillor Bryant asked that the council should write to Mr Ian Adams for his work on the beacon lighting.
- Councillor Smith noted the work of Nigel Smith who had made a new memorial box for the memorial garden. The council noted thanks to Mr Smith.
- Councillor Davies asked if there would be a de-brief on the beacon lighting.
- Ward Councillor Sam Bromiley advised an update on the financial deficit of the library service, which he had forgotten within his earlier presentation. He was invited to attend the July meeting as Patsy To, will be attending to speak on this subject to the council.
- Councillor Stacey reported that the table acquired for a sharing table in the allotment site had been moved by tenants and it is now broken. He also asked that the allotment committee – when they meet on 4<sup>th</sup> July 2024 – discuss management of the allotment site plots, as there are several overgrown and also raising the charge per annum.

**Date of next meeting: 18<sup>th</sup> July 2024**

**Meeting closed at – 21:01**

**Confirmed and signed.**

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

*Sara Thomas*

**Clerk for Siston Parish Council**

**Email:- [sistonpc@gmail.com](mailto:sistonpc@gmail.com) Tel:- 07946 858048**