

**Minutes of the Parish Council Meeting
Held on 15th November 2021 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs John Graham (JG) (Chairman), Marion Reeve (MCR), Valerie Williams (VW), Anne Curtis (AC), Jasmine McGregor (JM), Paul Caddick (PC),

Graham Smith (Clerk), Matthew Riddle (MR) (SGC).

(Clerk) previously distributed to Councillors Covid Risk Assessment as it relates to meeting, had provided masks, wipes, gel, tissues and bags for disposal of used items. The room was ventilated all seats and tables at least 2m apart and the instruction to wear masks when not seated).

1. Apologies for Absence

Carmen Vazquez (CV), Lisa Emerson (LE), Cllr Keith Burchell (SGC)

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted

4. Public Participation

Adrian Baxter – Chairman, 2nd Alveston Scouts.

Mr Baxter requested that the Parish Council contact and involve the Second Alveston Scout Group in future activities which will be of interest and relevant to the group.

5. Minutes from previous meeting

Minutes of the previous meeting had been circulated with the agenda papers. Cllr Jasmine McGregor requested an amendment to action F211018-03 to add the Cross Hands play area. Cllrs agreed to the amendment. (Clerk) stated that the adjustment would be made and submitted at the next meeting for signing.

6. Responsible Councillor & Subgroup Reports

(PC) presented to Cllrs a letter from an allotment holder regarding various concerns relating to recent activities at the allotments. (Clerk) agreed to hold a meeting with the Chair of the AAA to discuss and answer concerns which have arisen.

F211115-01 – Arrange and attend a meeting with the AAA chair.

Action to (Clerk)

(Clerk) informed councillors that he had attended a meeting with the new owner of the Loans (now called The Manor House) and the drainage company relating to positioning and access of new drains to be laid through the allotments to improve drainage to the Manor. (Clerk) reported that works would commence on 15th November and would take a week, this would not be intrusive to allotment holders except for Plot 35 where access has been arranged with the contractor. (Clerk) held a meeting with the AAA to inform the allotment holders of the positioning, nature and timeframe of the works. He was pleased to report that minimal disruption would occur.

(JM) updated councillors with progress relating to the nature area where it was reported that a volunteer had been enlisted to assist with planning but was still in need of more volunteers. Adrian Baxter stated that 2nd Scouts would be happy to become involved.

(MCR) expressed concerns relating to the number of trees being planted and their cover they would create along with the open space which will be removed as a result.

Discussion took place relating to the information notice board to be placed at the entrance to the nature area and councillors agreed that the information on the board, plan and diagram will be designed once the area has been planted, this will allow flexibility in the planting.

(MCR) presented an update relating to activities at the Jubilee Hall. The AJHMC having received the letter of support from the Parish council, it was confirmed that Enovert has agreed to provide £18,000 of the £20,000 requested for the windows. Ecotricity, from their Green Britain Foundation have granted the £3,500 towards the curtains. SGC via Mathew Riddle has contributed member award funding of £1,585. A survey had been carried out with potential hall users asking about internet access. Enquiries made found it would cost £3,000 to install the necessary cable and cost £20 per month and as a result action was put on hold at this time.

All hall users were asked to make an inventory of their property for safety reasons and to make sure limited space is not taken up unnecessarily. Since reopening 18 enquiries have been made for bookings 7 have been taken up. It is essential that any users wishing to use the shower need to give prior notice to allow the water pipes to be thoroughly cleansed if not used for several weeks.

(VW) had no new information relating to the youth centre.

(JM) informed Cllrs that she was unable to attend the scheduled pre-Christmas meeting of the Charity of Amelia Emily Pontin due to prior commitments. (AC) agreed to stand in.

7. South Gloucestershire Council

(MR) presented report as previously circulated to councillors.

COVID help, support for families and businesses, health and financial details available on the SGC website :

Consultation - Highways Act 1980 - Confirmation - South Gloucestershire Council (Footpaths OAN 23 and OAN 24 at Forty Acre Farm, Alveston) Public Path Diversion and Definitive Map and Statement Modification Order 2021 closes 16th December 2021.

SGC Annual Council Budget closes 9th January 2022

The flashing speed warning sign (VAS) have returned to Strode Common and A38 and will be there until 24th November. Two VASs have recently being in Vatingstone Lane and collected data which was presented to Councillors. SGC have contacted have shared the data with both local and regional police forces. The first set were collected between the junction of Quarry Road and the junction of Down Road, and the second set collected between Marlwood School and the junction of Quarry Road.

Plant a tree for Tree Week Tree Week is the UK's largest annual tree celebration, marking the start of the winter tree planting season (November to March) and raising awareness of help to increase tree cover in the UK. For SGC's third Tree Week (27 November to 5 December 2021), SGC will be giving away 250 vouchers worth £20 to South Gloucestershire residents as a contribution towards buying their own tree. Residents that had a tree voucher last year are being asked to allow others apply first this year. Details available on the SGC website.

Reporting Streetcare issues e.g., potholes, faded white lines, fly tipping, ASB, etc can be done via the SGC website. Examples recently logged have been; potholes. dirty highway signs and overgrown hedges on pavements.

8. Review and recommendations from Planning Committee

Meetings – 18th October. Cllr Anne Curtis reported on the meetings as detailed within the circulated Planning meeting minutes and stated that a strongly worded letter is to be forwarded to SGC relating to the request to remove the final two affordable houses by the developer of the Barnwell Place development.

(AC) raised repeated concerns with (MR) relating to the increased usage of traffic on the Down Rd particularly in light of figures generated from the recent traffic survey at Vatingstone Lane and felt that the development of the special needs complex at Marlwood school could exacerbate the issues unless recognised by SGC and action taken prior to the development. (MR) stated that the planning application for the development had not been submitted to SGC yet.

9. Financial Matters Arising

October Financial Statement and reconciliation had been pre-circulated to Cllrs. (JM) stated that the report had been reviewed and recommended it be accepted as true and accurate by the Council.

21.034 Resolved: The financial report for October as presented accepted as accurate.

9.1. Charges Schedule 2022/23

(Clerk) had distributed the proposed schedule of charges with the agenda packs. (JG) proposed that the schedule be accepted, (PC) seconded and Cllrs unanimously agreed.

21.35 Resolved: The 22/23 schedule of charges was accepted by the Council.

9.2. Budget 2022/23

(Clerk) presented proposed budget with the guidelines for precept and stated that 2022/23 would eat into council’s general reserve. Cllrs agreed the draft budget understanding there would be further changes depending upon staffing committee resolutions and the guide precept agreed by councillors should remain.

10. Grant Aid

(Clerk) had circulated the applications and a breakdown of such to all councillors two weeks prior to the meeting for Cllr consideration.

Applicant	Submission	Applied For £
Jubilee Hall	TBA	£0
Can be paid Via CIL Monies		
Royal British Legion		£75
Helmet	Paper	£400
Defibrillator	Repeat Grant as per 19.044	£130
1st Alveston Brownies	Paper	£270
Friends of Marlwod School	Electronic	£336
Historic Alveston Exhibition	Electronic	£250
Alveston Allotments	Paper	£500
		£1,961
	Total Grants to Community	£1,961.00

(Clerk) advised that the submission for grant payments exceeded the allocated budget. Cllrs agreed that if affordable and agreed by all Cllrs that requests for grants by local community groups during the permissible grant period should be granted, particularly in light of the current climate.

(AC) proposed that all grant requests be met by the Parish Council, (VW) seconded and all Cllrs agreed unanimously.

21.036 Resolved: All grant applications are accepted and will be paid at the December meeting.

(Clerk) advised Cllrs that grant payments will be made via Cheque.

11. Authorisation of Payments11.1. Payments authorisation 1st November - None

Details	Chq. no	£
N/A		
Total Payments		£00.00

11.2. Payments Authorised online at meeting by (JG) & (JM)

Details	Chq. no	£
Grounds Maintenance Contract	Online T/Fer	1278.00
Photocopy & Print * 2	Online T/Fer	79.88
Salary – Inspect / Sweep / Shelters	Online T/Fer	235.50
Clerk – Salary & Expense	Online T/Fer	1388.01
Salary – Cemetery Caretaker	Online T/Fer	127.10
Allotment Trough Supply	Online T/Fer	193.54
Jubilee Field Supply	Online T/Fer	29.07
Localism	Online T/Fer	1516.21
Total Payments		£4,847.31

11.3. Recent Receipts

Details	Ref.	£
Allotment Plot – 6A	Inc013	9.50
Memorial Plot 36	DCR	172.00
Total Receipts		£181.50

21.037 Resolved: That all receipts and payments presented to the PC meeting on 15th November 2021 were accepted.

12. Correspondence

(Clerk) informed Cllrs that there were three items of correspondence to consider'

1. Correspondence had been received relating to the safety issues relating to the gate located at the corner of the Lime Kiln Field and it being removed on safety grounds. Councillors considered the correspondence and confirmed that the gate was not a gap but a gate way which would have to be physically moved to gain access or exit the field. Signs to demonstrate that an exit was located at the corner of the field were considered but dismissed as unnecessary as there had been no similar issues or complaints and residents are aware of the location of the gate. Councillors considered moving the gate completely and replacing it with hedges but agreed that this would make the field less accessible to residents at the north end of the village, particularly along the A38, David's Lane, the Street and Barnwell Place. Cllrs agreed that (Clerk) write to explain their reasoning and instructed (Clerk) to re-examine the gate to see it could be made more resistant to movement by very young children.

(Clerk) informed Cllrs that he observed, whilst inspecting the gate, that the bushes which had been planted alongside the wooden fence installed three years ago (due to a car crash) had not taken as well as hoped. He informed councillors that replacement bushes had been ordered which are more mature than those previously installed, and chicken wire being placed between the horizontal slats for full protection against any accidental incursion by young children.

F21115-02 – Reply to correspondence

Action to (Clerk)

F211115-03 – Investigate to understand if the gate could be more resistant to very young children.

Action to (Clerk)

1. (Clerk) had received a request from the business located at Alveston Cricket Club asking for advice from councilors. (JG) advised that as a commercial business the Parish Council should not become involved with strategic decisions. (AC) commented that she had been involved with WI events at the location and would investigate to understand if the request would be considered as commercial and report back at the next meeting.
2. An email had been received from Thornbury District residents' association requesting the Parish Council oppose the development of a pedestrian high street in Thornbury. Cllrs agreed that a consultation had already taken place by SGC which has now closed and would be fruitless for the Parish Council to consider holding a consultation amongst the Parish's residents. Cllrs agreed to monitor progress of SGC and results of the consultation and would be placed on the agenda of a future meeting if necessity dictates.

13. Website / Helmet

None

14. Any Matters the Chair Considers Urgent

(Clerk) advised Cllrs that the next meeting is on a Wednesday (15th December) at the Jubilee Hall and as requested by Cllrs that there would not be a Planning meeting on the first Monday of the month.

(Clerk) requested that members of Staffing remain for a closed session of the staffing Committee.

Meeting closed at 21.20pm

The next Council Meeting will be 15th November 2021. (At the Jubilee Hall)