

**Minutes of the Parish Council Meeting
Held on 17th January 2022 at 7.30pm at the Jubilee Hall.**

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

Graham Smith (Clerk),

(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

Cllr Lisa Emerson (LE), Keith Burchell (SGC)

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted

4. Public Participation

PC Will Price – Beat Officer

PC Price confirmed that the spate of organised burglaries detailed in December meeting has quietened down within the Parish but urges residents to maintain vigilance. He confirmed that a watchful eye is being maintained as best as practically [possible regarding HGV using the Alveston Roads as rat runs for shortcuts through the village to Thornbury or to the Severn Crossing. It was pointed out that an advisory sign used to be located at the Thorndury Industrial estate and requested that these signs look to being reintroduced within the area.

F220117-01 – Seek to introduce HGV driver advisory signs with SGC

Action to (MR)

PC Price consulted with Cllrs relating to vehicles parking on pavements as Cllrs received complainants reporting such incidents. PC Price responded by stating that the situation was difficult to enforce although if the vehicle was blocking the ability for wheel chair users or parents with twin pushchairs he would exercise warning / enforcement actions.

It is the intention to introduce a bicycle marking session to allow residents to have their bicycles marked to enable them to be identified if stolen. (Clerk) stated that the Community Forum is running a repair café on the 19th February and recommended that this be publicised and to take place at this event as this had happened in the past.

F220117-02 – Liaise with Alveston Community Forum and police to organise presence at the Repair Café event.

Action to (Clerk/PC Price)

Two members of the public attended meeting to discuss concerns relating to the 1st Phase of the SGC “Waiting Restrictions Review” consultations. These concerns were raised with the Parish Council and (MR) who noted the concerns and reminded Cllrs / public that the first phase of the consultation had closed however, a second phase will follow where further concerns may be raised.

Adrian Baxter – Chairman, 2nd Alveston Scouts attended the meeting to enquire whether the Parish Council were considering organising a public celebration for the Platinum Jubilee 2nd to 5th June. ((Chair) brought forward item for discussion from Item 15 on the agenda). Councillors considered potential options available and agreed that more detailed discussions to take place at the February meeting. Cllrs requested that (Clerk) contact Rev. Moss to enquire what the Church / St Helen’s

School may be organising. (Cllrs) agreed to contact community groups to liaise and determine any requirements for the use of the Lime Kiln or Jubilee Fields.

(MR) informed Councillors that street communities may apply for road closure through South Glos. Council to facilitate street parties. (Clerk) confirmed he would place details on website.

5. Matters of a Confidential Nature

Cllrs requested that public leave meeting so matters of a sensitive/confidential nature could be discussed.

6. Minutes from previous meeting

Minutes of the previous meeting had been circulated with the agenda papers and Cllrs agreed that this was an accurate representation of the meeting.

21.046 Resolved: The minutes of the Parish Council meetings held on Monday 15th December 2021 were accepted as accurate.

7. Review and recommendations from Planning Committee

Meetings – 15th December. Cllr Anne Curtis reported on the meetings as detailed within the circulated Planning meeting minutes.

8. Responsible Councillor and Subgroup reports.

(JM) informed Cllrs that the 1st phase of the development of the proposed nature reserve will be taking place on Saturday 22nd of January at 10.30AM and confirmed that it would be a low-key affair with a representative of SGC in attendance delivering the trees and invited any Cllr who wished to attend to bring a spade.

(Clerk) confirmed that a grant application had been submitted to fund the installation of outdoor gym equipment at the Lime Kiln Field. Trustees required evidence that the equipment would be used and (Clerk) reached out to sporting groups and residents for feedback. Many positive replies were received which were forwarded to the grant trustees. A decision will be made on 19th January and be reported at the next Parish Council meeting.

Councillors confirmed receipt of ROSPA inspections. Clerk highlighted that the round (log) swing seat had been removed as a result of reported high-risk advice. The logs integrity will further diminish with time and (Clerk) advised that this equipment be decommissioned as soon as possible. (AC) proposed that all equipment be removed because of the high-risk level reported. (VW) seconded and Cllrs unanimously agreed.

21.047 Resolved: The log-based play equipment located adjacent to the play area at the Lime Kiln Field be fully decommissioned.

(Clerk) confirmed that a decommissioning quote had been obtained which was below (Clerks) spending limit. (PC) recommended that further quotes be obtained which four councillors agreed, three disagreed. (Clerk) confirmed that he would endeavor to obtain further quotes prior to instructing decommissioning.

Cllrs agreed that (Clerk) proceed with replacing the damaged bin located next to the skate park / shelter in the Lime Kiln Field.

F220117-03 – Organise replacement bin in Lime Kiln Field

Action to (Clerk)

The remainder of the ROSPA inspection were noted and (Clerk) confirmed that the highlighted points marked as non-urgent within the reports will be addressed over the course of the year.

(PC) Informed Cllrs that the next allotment committee meeting would take place on February 24th and that all was quiet at the allotments currently. (Clerk) confirmed that the solicitor had been engaged and that a payment was due to Mrs. Northam's' solicitors to begin the land transfer process.

9. South Gloucestershire Council

(MR) informed Cllrs that SGC had launched an Omicron Hospitality and Leisure Grant aimed at businesses that were trading and on the ratings list on 30 December 2021, who have been impacted by the Omicron variant. Its aim is to support businesses that offer in person services for the hospitality, leisure and accommodation sectors. To be eligible the main service or activity must take place in the premises where rates are paid. This one-off grant of up to £6,000 for eligible businesses is open for applications until midday on 28 February 2022

Current open consultation is all-age Learning Disability draft strategy which ends 9 March 2022 information for which is available on the SGC website.

The first consultation on the parking and waiting restriction in the village has now closed. A second consultation will take place once the feedback has been analysed. We sent in a response following a number of comments from members of the public.

10. Financial Matters

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

21.048 Resolved: The financial report for December as presented is accepted as accurate.

11. Internal Audit Report

(Clerk) presented the 2021/22 internal audit report conducted by South Glos. Council internal auditors. The report returned as high standard with only one recommendation which Clerk confirmed to rectify prior to year end audit in April 22.

12. Authorisation of Payments

12.1. Payments Authorised at meeting by (JG) & (JM)

Details		£
Grounds Maintenance	Online T/Fer	1170.00
Photocopy & Print	Online T/Fer	39.94
Trust Funding Application Fee	Online T/Fer	350.00
Internal Audit Services	Online T/Fer	636.00
Safety – Removal of Cantilever Swing	Online T/Fer	144.00
Qtly Tax & NI Payment	Online T/Fer	1236.01
Annual Support & Maintenance	Online T/Fer	148.80
Salary – Inspect / Sweep / Shelters	Online T/Fer	235.50
Salary – Cemetery Caretaker	Online T/Fer	127.10
Clerk – Salary & Expense	Online T/Fer	1665.66
Legal Fees	Online T/Fer	1200.00
Total Payments		£6,953.01

12.2. Recent Receipts

Details	Ref.	£
Cemetery – CR Internment	DCR	104.00
Total Receipts		£104.00

21.049 Resolved: That all receipts and payments presented to the PC meeting on 17th January 2022 were accepted.

13. Correspondence

(Clerk) had received an email from a resident apologising for previously strongly worded emails explaining that he/she was unaware of council procedures. (Clerk) confirmed to Cllrs that he had accepted the apology and the matter closed.

14. Website / Helmet

To update website relating to time critical application to SGC for permission for road closures for street parties.

15. Any Matters the Chair Considers Urgent

(JG) carried this matter to item 4 of minutes.

(JG) informed Cllrs that due to family commitments Cllr Emerson had requested to withdraw her position in the Staffing Committee. (PC) agreed to take over and all Councillors agreed the appointment.

Meeting closed at 21.10pm

The next Council Meeting will be 21st February 2022. (At the Jubilee Hall)