

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

Present: - Cllrs John Graham, (Chairman), Jasmine McGregor (JM), Anne Curtis (AC), Valerie Williams (VW), Carmen Vazquez (CV).

Graham Smith (Clerk), Ward Cllr Matthew Riddle (SGC).

1. Apologies for Absence

Cllr Marion Reeve (MCR), Paul Caddick (PC), PC Will Price,

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted

4. Public Participation

None

5. 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.

22.030 Resolved: The minutes of the Parish Council meetings held on Monday 26^h September 2022 were accepted as accurate and signed by Chairman.

6. South Gloucestershire Council

(MR) reported events relating to SGC

Help nationally and locally for residents and business with the cost-of-living crisis can be found on the SGC website also SGC has set up an area on its website called the 'The Big Switch' which is advice for residents and businesses of how to help the environment and cut carbon emissions.

South Gloucestershire's recycling rate has now reached 60%, one of the best in the country, so thank you to everyone who sorts and puts out their recycling each week. The Council has been successful in its bid to the government to get a soft plastic pilot started, with soft plastic being collected from the kerbside each week in special bags. Nearby Olveston is one of the villages included in the pilot along with a total of 2,000 households across South Gloucestershire. If the pilot is successful, then it will be expanded to include more households in 2023.

Current planning enforcement action has been started with two properties within the Parish which may encourage the owner/s with the applications associated with the enforcements to proceed in a timely manner.

7. Busses

(MR) stated that the provision of Real Time Passenger information at bus stops on the A38 corridor will be key part of the proposed Thornbury, A38 and Bradley Stoke corridor improvements. An Outline Business Case was recently approved by the West of England Combine Authority and the council has started to work up designs to develop a Full Business Case for submission in late 2023. The program plan is that improvements would start to be delivered in 2024. Further community engagement on the proposals will take place in 2023.

Information was given to Cllrs relating to the current lack of bus drivers and that the additional Covid related subsidy given to bus companies had ended in September and patronage is 75% of that of previous years. (CV) stated she would use busses if the timetable were to be synchronised with her job. For example, a huge employer such as Southmead Hospital does not have busses running in sync with hospital staff rotas and there is an hour wait for a one-hour fifteen journey from

Southmead to Alveston at 7PM. (CV) continued that the bus companies should understand the needs of customers when setting timetables otherwise the huge investments SGC are making in bus lanes would be a pointless waste of money.

(MR) stated that Mr Dan Norris is addressing concerns relating to bus issues and that the Parish Council should draft a letter expressing concerns.

F221018-01 – Write to Mr Dan Norris to address concerns relating to bus issues.

Action to (Clerk)

8. Representative Reports

None

9. Review and recommendations from Planning Committee

(AC) stated that no report would be given as there were no issues to raise.

10. Responsible Councillor and sub-group reports.

Fields & Open Spaces - (JM) informed Cllrs that the commencement of the development of the Down Rd play area is due to begin on the 20th of October 2022. (Clerk) stated that the payment for the replacement fence had been made which conflicted with the terms of the s106 agreement with SGC and recommended that Cllrs consider that, as there had been no contribution toward the works at Down Rd by the Parish Council, that the council utilise reserves for this purpose. (JM) confirmed that this was discussed with the chair and by Cllrs at a meeting on 3rd October and was agreed and that the decision be ratified at this meeting. (JM) proposed that PC funds be used for the replacement fence (CV) seconded and all Cllrs unanimously agreed.

22.031 Resolved: Council reserves be utilised to meet the cost of the replacement fence at the Down Rd play area.

(Clerk) informed Cllrs that he had received assurances from SGC s106 payments officer Ian Davey that the payment of £18,923.40 had been processed and would be transferred immanently. (JM) presented to councillors a plan from "All out play" to include additional play items which include an innovative flush to the ground trampoline and a cradle swing which is similar to the decommissioned cradle swing in the Lime Kiln area. A proposal for activities boards was rejected by councillors because they deteriorate quickly. Cllrs agreed that orders be placed subject to satisfactory repositioning of the trampoline as it was agreed that, on the plans the location was too close to the fence and could cause a danger by children jumping from a height. Cllrs recommended that replacement miniature goal posts be an urgent requirement (for H&S and aesthetic reasons) and requested that (Clerk) pursue the quotation from Almondsbury Forge which was submitted the previous year and to place an order if approved by (JM) and also to place order with "All out Play" if the plans are approved by (JM). All Cllrs unanimously agreed.

22.032 Resolved: Clerk to order items for purchase under SGC s106 grant payment.

(Clerk) informed Cllrs that a tree survey had been completed but the report had not been returned prior to the meeting and would include in the agenda at the November meeting.

(Clerk) had attended the allotment prize giving on Saturday morning 8th Oct and reported an enjoyable community event.

11. Financial Matters

September Financial Statement and reconciliation had been pre-circulated to Cllrs. (JM) requested confirmation that the reports had been reviewed and recommended they be accepted as true and accurate by the Council.

22.033 Resolved: The financial reports for September 2022 as presented was accepted as accurate.

12. Budget Setting Guide 2023/24

(Clerk) advised Cllrs that he will be preparing next year's income and expenditure budget for consideration at the November meeting and requested a guide from Cllrs as to what they consider would be an acceptable increase in charges and precept if the perceive an increase is necessary.

After discussions (JG) proposed that (Clerk) place into the budgets a 5% increase on precept income, (CV) seconded and all Cllrs agreed.

22.034 Resolved: Implement a 5% increase on precept income in preparation for the 2023/24 budget.

After further discussions (JM) proposed that (Clerk) place into the budgets an across the board 5% increase on all council charges (CV) seconded and all Cllrs agreed.

22.035 Resolved: Implement a 5% increase on council charges.

13. Hanson – Tytherington Quarry Liaison Group

(Clerk) had previously forwarded a request from Hanson to provide a representative from Alveston Parish Council to sit on the Tytherington Quarry Liaison Group. (JG) agreed to stand to which (JM) proposed and (VW) seconded to elect (JG) as the council representative. (Clerk) informed that the first meeting would be Thursday 20th October at 5.30PM at Tytherington Quarry. (JG) confirmed that he is available to attend.

22.036 Resolved: (JG) is elected as the Parish Council representative on the Hanson – Tytherington Quarry Liaison Group.

14. Authorisation of Payments

Payments authorisation – Payments were made out of meeting on 3rd October by (JG) & (AC)

Details	Ref.	£
Grounds Maintenance	B/P 254	1,228.50
Photocopy & Print	B/P 255	43.92
Annual Insurance Premium	B/P 256	1,817.35
External Auditors Fee	B/P 257	360.00
Residue of Fence replacement	B/P 258	9,281.18
Total Payments		£12,730.95

14.1. Payments Authorised in meeting by (JG) & (AC)

Details	Ref.	£
Resurface of Lime Kiln Play Area	B/P 259	16,693.15
Room Hire (*3 Invoices)	B/P 260	69.75
Tax & NI Payment	B/P 261	1,719.55
Salary – Inspections/ Tidy	B/P 262	244.80
Clerk Salary & Expense	B/P 263	1,767.58
Salary – Cemetery Caretaker	B/P 264	135.62
Quarterly Bin Empty	B/P 265	64.20
Total Payments		£20,694.65

14.2. Recent Receipts (September 2022)

Details	Ref.	£
Half Year Precept	T/Fer	30,368.00
Internment of Cremated Remains	T/Fer	220.00

Details	Ref.	£
Total Receipts		£30,368.00

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

15. Correspondence

(Clerk) informed that he had received correspondence relating to questions covering confidential item 2, covering action C220117-01 and that he was unable to present an answer to the satisfaction of the corresponded due the nature of the item. (Clerk) advised Cllrs that he/she had drawn his/her own conclusions which were assumed and not confirmed by (Clerk).

16. Website / Helmet

None

17. Any Matters the Chair Considers Urgent

(JM) requested that (Clerk) place discussions relating to social media on the agenda for the November meeting.

F221018-02 – Include an item relating to Social Media on the November agenda.

Action to (Clerk)

18. Confidential Matters

The meeting adjourned to discuss matters of a confidential nature.

Meeting closed at 20.40pm

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