

**Minutes of the Parish Council Meeting
Held on 21st November 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), Marion Reeve (MCR), Paul Caddick (PC).

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

1. Apologies for Absence

None

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted

4. Public Participation

Three members of public in attendance.

Ms J. Swain representing residents of Forty Acre Lane raised concerns with the Parish Council relating to safety on the road due to an increased usage and inconsiderate driving habits particularly when cars meet face to face on such a narrow lane. (Chair) thanked Ms Swain for attending and bringing it to the attention of the Parish Council and emphasised that road issues were beyond the remit of a Parish Council but fortuitously Cllr Matthew Riddle from South Glos. Council was in attendance.

(MR) agreed to contact officer Miles Harris (SGC) who is responsible for the upkeep of the highway land on the North side of the lane to seek solutions for concerns highlighted. (MR) also stated that SGC would be looking to decrease the speed limit of the A38 at the junction and implementing double yellow lines which would go some way toward alleviating the concerns expressed. (MR) also agreed to liaise further with Ms Swain to seek further compromise / solutions.

F221121-01 – Arrange to liaise further with Ms Swain to seek further compromise / solutions.

Action to (MR)

Hayley Grove from Alveston Community Events attended to update Cllrs on events over the year and up and coming scheduled events. One hundred and ninety-two children took part in the Alveston Halloween trail which raised seven hundred pounds which will be ploughed back into financing future events. A similar event to celebrate Christmas (lights trail) will be taking place in December along with the Community Event at the shopping parade scheduled for 10th December. A summer event has been organised and is scheduled for 2nd September in the Jubilee Field similar to the event to mark the Jubilee. A climbing wall and soft play area have been booked a stage for local musicians to play and an outside bar. (MR) confirmed that temporary music and bar licences are issued by South Glos Council. MS Grove confirmed that local sponsors will be contributing to the event and funds raised from other events will also assist and requested that the Parish council consider allocating monies, the expected cost of the event will be in the order of five thousand pounds, and it is the intention that this will be a free event for residents to attend.

Adrian Baxter was in attendance to enquire if the Parish Council were considering organising any events for the Coronation, either on the day or on the subsequent bank holiday. Cllrs replied that this, as yet, had not been considered by the Parish Council.

Peter Waller, Chair of the Alveston Community Forum was present to observe item 4 on the agenda.

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.

22.037 Resolved: The minutes of the Parish Council meetings held on Monday 17th October 2022 were accepted as accurate and signed by Chairman.

6. Social Media

(JM) presented to Cllrs a slides relating to the positives and negatives of the Parish Council having a presence on social media and an example of a Facebook page of Frampton Cotterall Parish Council. (Cllrs) were concerned for the increased workload for the (Clerk) if he were to administer such an activity. (JG) proposed that resident Louise Graham could be responsible for the administration working with (JM). This was seconded by (JM) and five councillors voted in favour, one councillor abstained and one voted against.

22.038 Resolved: The Parish Council to set up a social media “Facebook” account with resident Louise Graham as administrator in conjunction with Cllr Jasmine McGregor.

7. South Gloucestershire Council

(MR) reported events relating to SGC. The parking restrictions review for Alveston has been signed off by SGC and further to a final consultation will be set in motion. The implementation of restrictions as is in the consultation document with the exception of the implementation of restrictions at Quarry Mead.

The speed check operation in conjunction with local police is in the process to proceed with eight community volunteers operating a random speed check at Green Hill and Down Rd. A speed restriction sign is due to be reinstated at Strode Common but unfortunately the sign on the A38 adjacent to the church had been stolen.

(VW) expressed concerns with double parking at Greenhill adjacent to the Methodist Church.

(Clerk) requested that (MR) urgently contact SGC tree officer Simon Penfold to request that over hanging trees at the newly refurbished play space on Down Road be cut back. (Clerk) emphasised that he had attempted to contact Mr Penfold on several occasions but did not warrant the courtesy of a reply and expressed that this is unacceptable from the district council.

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 Enovert part of the renovation of the play area had been completed and the park has re-opened. The trampoline and cradle swing, which is the s106 contribution will be installed in January and the new goal posts are expected within two weeks.

(JG) suggested that media be contacted to inform residents. (Clerk) informed Cllrs that Enovert like to release information and council should liaise with Enoverts' publicity. (AC) suggested other publicity through the “Thornbury Voice”.

F221121-02 –. Contact Enovert PR and seek routes to publicise the new play area.

Action to (Clerk)

(PC) briefed Cllrs on the detail and actions relating to the allotment sub-group meeting as in the previously distributed meeting minutes of a meeting held on Monday 7th November with representatives of the Alveston Allotment Association.

(VW) summarised to Councilors the detail of the Oldbury Sites Stakeholder meeting which she had recently attended. Demolition of buildings had taken place, monitoring and measuring of adjacent land and the River Severn continues.

The Youth Centre continues to be ran efficiently and there are no issues to report.

(JG) reported to Cllrs the detail of the first meeting of the first Hanson Quarry Community Liaison meeting the minutes of which are available from (Clerk).

11. Financial Matters

October 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.

22.039 Resolved: The financial reports for October 2022 as presented was accepted as accurate.

(Clerk) advised Cllrs that the National Association of Local Councils (NALC) has been notified by the Local Government Association (LGA) that it has come to an agreement on the 2022/23 pay offer with the unions representing local government employees. The unions met on 1 November 2022 and agreed to accept the offer. The changes to Clerks salaries as updated by NALC / LGA have been implemented the details of which had been previously distributed.

12. Grant Aid

(Clerk) had previously distributed all applications to Cllrs prior to meeting. (Clerk) reminded Cllrs that the budget set for grant payments for 22/23 is set at £1250. There had been ten formal applications submitted of which five were £500 or over. Prior commitments had been given to ACC to assist with costs of netting surrounding the Jubilee Field, commitments to community events and to the community forum insurance policy. Cllrs agreed that the Council was unable to satisfy all applications. After discussions (JM) proposed (JG) seconded and Cllrs agreed unanimously that grant payments would be made as follows.

Community Forum	£80
Royal British Legion	£75
Helmet	£400
Alveston Defibrillators	£130
St Helens Pre-school	£250
2nd Alveston Scouts	£500
Friends of Marlwood Sch	£250
Total	£1685

22.039 Resolved: The Parish Council award grant payments as listed.

13. Budget Setting 2023/24

(Clerk) forwarded a draft of the 2023/24 budget with the agenda packs which were completed as instructed at the October meeting. (AC) proposed that the 2023/24 budget as submitted be adopted, (JG) seconded and all Cllrs unanimously agreed.

22.040 Resolved: The Budget for 2023/24 as submitted is adopted.

14. Tree Survey

(Clerk) had previously forwarded the tree survey report from "Wootton Tree Services" which covered, the Cemetery, Lime Kiln and Jubilee Fields. Quotations for remedial work as reported had been received and (Clerk) suggested that all work does not need to be done at once but will prioritise the more urgent actions and will instruct contractors through the course of the year. (AC) agreed that this is permissible providing each job is on or below a £500 spending limit. (Clerk) confirmed that no individual job exceeded the limit. (JM) proposed that remedial action be allowed to proceed as discussed. (MCR) seconded and all Cllrs unanimously agreed.

22.041 Resolved: To commence remedial action as recommended in the 2022/23 tree survey.

15. Authorisation of Payments

Payments authorisation – Payments were made out of meeting on 8th November by (JG) & (AC)

Details	Ref.	£
Grounds Maintenance	B/P 266	1228.50
Photocopy & Print	B/P 267	46.09
Clerk Salary & Expense	B/P 268	600.00
50% Payment of order re SGC – s106	B/P 269	9461.70
Bus Shelter Clean	B/P 270	240.00
Jubilee Field Water usage	B/P 271	34.78
Total Payments		£11,611.07

15.1. Payments Authorised in meeting by (JG) & (JM)

Details	Ref.	£
Salary – Inspections/ Tidy	B/P 272	244.80
Clerk Salary & Expense	B/P 273	2239.04
Salary – Cemetery Caretaker	B/P 274	135.42
Allotment Water (summer)	B/P 275	251.66
Line Rental / Calls	B/P 276	74.75
2 nd Payment of Play Area works	B/P 277	31466.70
Total Payments		£34,412.37

15.2. Recent Receipts (Oct/Nov 2022)

Details	Ref.	£
Internment	T/Fer	180.00
S106 Payments	T/Fer	16405.09
Allotment Lease -	T/Fer	14.00
VAT repayment	T/Fer	12011.73
CR Memorial Tablet – CR84	Cheque	84.00
Internment – CR84	Cheque	110.00
Deed of Grant	Cheque	57.50
2 nd grant payment	T/Fer	18533.30
Total Receipts		£47,395.62

22.042 Resolved: That all receipts and payments presented to the PC meeting on 21st November 2022 were accepted.

16. Correspondence

None

17. Website / Helmet

Play area information

18. Any Matters the Chair Considers Urgent

Chair requested members of public to leave in order to carry out confidential business.

Meeting closed at 21.25pm

The next Council Meeting will be 12th December 2022. (At the Jubilee Hall)