

**Minutes of the Parish Council Meeting
Held on 16th January 2023 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs Anne Curtis (AC) (Chair), Jasmine McGregor (JM), Valerie Williams (VW), Marion Reeve (MCR), Paul Caddick (PC).

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

1. Apologies for Absence

Cllrs John Graham, Carmen Vazquez,

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.

22.050 Resolved: The minutes of the Parish Council meetings held on Monday 12th December 2022 were accepted as accurate and signed by Chairman.

6. South Gloucestershire Council

(MR) reported events relating to SGC. After further investigation (MR) believed an opportunity exists to increase by two the parking availability within Quarry Rd by utilising land partly owned by SGC and partly by Bromford. This will be discussed with the relevant organisations' officers and will report back to the Council. All Cllrs agreed that by introducing herringbone parking that available spaces could be increased and (MR) would re-visit this option with SGC.

A speed monitor / notice will be re-introduced at Strode Common on 18th January. (AC) requested that the same be placed outside St Helen's School as the issues with traffic will need to be re-visited. (MR) informed Cllrs that the white zig-zag lines are about to become enforceable.

(AC) raised concerns and issues relating to parking at Greenhill Down to which (MR) agreed to investigate.

F230116-01 –. Analyse current Greenhill Down parking restrictions.

Action to (MR)

(MR) confirmed that the large Ash Tree opposite the Church is about to be felled due to Ash Dieback and would look at the financial feasibility of introducing a small number of parking spaces in this area subject to the Parish Council agreeing to place the replacement tree on the millennium grass area. (Clerk) reminded (MR) that when resurfacing work takes place after the tree felling that the parking layby at the parade of shops also requires resurfacing.

(Clerk) raised a complaint relating to the time it has taken for SGC Streetcare officers to remove an advertising A-board located at the A38/Street Junction. The request was made on 2nd December with a time limit given of ten days to clear. (Clerk) reported that it has not been removed despite subsequent reminders.

7. Representative Reports

None

8. Review and recommendations from Planning Committee

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

9. Responsible Councillor and sub-group reports.

Fields & Open Spaces - (JM) informed Cllrs that the installation of the additional two pieces of play equipment funded by SGC 106 monies is due to be installed on 29th January.

Allotments – (PC) informed Cllrs that there was nothing new to report.

(MCR) reported back relating to the AJHMC committee meeting in which queries were raised relating to the Parish Council grant payment for the refurbished kitchen. (Clerk) informed Cllrs that he had spoken with the Chair and the issues of concern were clarified.

10. Financial Matters

(Clerk) informed Cllrs that due to annual leave the December financial report will be presented at the February meeting.

11. To Consider Grounds Maintenance Tender Documents

(Clerk) reported that he had four sealed envelopes with one out of time (which turned out not to be relevant to the process). It was unusual to receive so few documents and it was noted that SGC did not tender this year. (Clerk) confirmed that with feedback he had received that many companies did not tender due to staffing issues and not wanting to take on additional workload.

After analysing documents Cllrs agreed that Prestige Grounds was the most competitively priced. (AC) proposed that Prestige Grounds be issued with a contract for Grounds Maintenance for a further three years (PC) seconded and all Cllrs unanimously agreed.

22.051 Resolved: The Parish Council accept the tender document from Prestige Grounds and confirm the grounds maintenance contract continues with Prestige Grounds for a further three years.

12. Authorisation of Payments

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

Details	Ref.	£
Grounds Maintenance Contract	B/P 295	1,228.50
Photocopy & Print	B/P 296	46.09
Tax & NI Submission	B/P 297	2176.74
Salary	B/P 298	244.80
Salary & Expense	B/P 299	1743.75
Salary	B/P 300	135.42
Room Hire	B/P 301	108.75
Annual Grant	B/P 302	130.00
Grant payment / kitchen refurb	B/P 303	800.00
Total Payments		£6,614.05

12.2. Recent Receipts

Details	Ref.	£
Credit Interest	DCR	69.61
Total Receipts		£69.61

22.051 Resolved: That all receipts and payments presented to the PC meeting on 16th January 2023 were accepted.

13. Correspondence

Cllrs reviewed a previously distributed letter received as a reply from Metro Mayor Dan Norris concerning the public bus service in and around the Parkish.

14. Website / Helmet

None

15. Any Matters the Chair Considers Urgent

(Clerk) informed Cllrs that he would be out of the Parish on annual leave as from 27th Jan – 2nd Feb But would not impact upon the service to meetings.

Meeting Closed 20.20PM

The next Council Meeting will be 20th February 2023. (At the Jubilee Hall)