

**Minutes of the Parish Council Meeting
Held on 20th March 2023 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs John Graham (JG) (Chair), Anne Curtis (AC), Paul Caddick (PC), Marion Reeve (MCR), Carmen Vazquez (CV).

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

1. Apologies for Absence

Cllrs Jasmine McGregor (JM), Valerie Williams (VW)

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.

22.057 Resolved: The minutes of the Parish Council meetings held on Monday 20th February 2023 were accepted as accurate and signed by the Chair (PC).

6. South Gloucestershire Council

(MR) reported that the advertising A-Board had returned to the lay-by between “Pinkers” and the “Car Wash” on the A38, once again illegally placed on highway land. A notice has been served for removal and if not complied with will be towed away and confiscated.

(MR) reported that a detailed submission will follow however, the standard 622 / 10 bus service will be replaced by a mini-bus service available to call up via an APP / online submission or telephone call to reserve the seat / transport. Further details will be available to Councillors via an online meeting on Wednesday 22nd March (link forwarded).

(MR) updated Cllrs on progress of actions.

1. *Investigate the feasibility of setting up a community speed watch within the Parish.-* Commencing date TBA.
2. *Seek to introduce HGV driver advisory signs with SGC – Outstanding.*
3. *Arrange to liaise further with Ms Swain to seek further compromise / solutions. – Meeting Arranged.*
4. *Re-engage with Bromford to continue to seek solutions relating to issues raised at Parish Council meeting on 12th December (agenda item 4) – Emailed Bromford to set up meeting.*
5. *Analyse current Greenhill Down parking restrictions. – All advisory white lines are being replaced with double yellow lines.*

A resident had contacted (MR) relating to rotten pillar supports at the parade. (JG) confirmed that this was an ongoing issues where the Parish Council and Community Forum had endeavoured to engage with the Parade Management Committee. (Clerk) advised a grant application had been submitted but was turned down due to the parade being on private land being ran by a commercial business. (MR) confirmed that SGC had also turned down the request for financial assistance as it was deemed the responsibility of the land lord.

7. Representative Reports

None.

8. To consider request from Thornbury Town Council (TTC)

(Clerk) previously distributed email from Thornbury Town Council requesting contribution toward costs of running the Citizens Advice Bureau (CAB). (JG) had remarked that (TTC) had not considered budgets when making the request and considered in untimely. (Clerk) informed Cllrs that Grant payments had been awarded to the (CAB) via the Parish Council's formal grant process in the past. (JG) proposed that an award of £250 be granted to TTC as part of the 2023/24 grant payments and requested that (Clerk) inform TTC that they make applications during the grant window (October) in the same manner as CAB used to do. (AC) seconded and all Cllrs agreed.

22.058 Resolved: A Grant Award to Thornbury Town Council of £250 be made toward the running cost of the Citizens Advice Bureau for Yr. commencing April 2023 with a formal application for grant be made in subsequent years.

9. To update on options for protective netting (ACC)

(Clerk) confirmed that an email from Alveston Cricket Club had been previously distributed on revised costs for the installation and purchase of protective netting and re-presented the previous minutes from meetings Sept 22 & February 23 where options for funding the request were considered. Cllrs considered that a contribution toward additional costs could be collected by increasing field hire revenues in subsequent years to account for any shortfall. (Clerk) confirmed that apart from MAF monies already collected, the first installation of CIL monies and the MAF funding matched by ACC that payment would need to be paid in advance by the Parish council and collected over subsequent years. (JG) requested that (Clerk) advise the ACC that assistance will be required by their members to install the netting.

(MCR) proposed that this process be adopted (JG) seconded and Cllrs agreed to a vote of four in favour with one Cllr against the resolution.

22.059 Resolved: The nets be purchased and funded through MAF and matched funding from Parish Council and ACC alongside CIL payments and an increase in field hire fees to cover any shortfall in cost.

10. To review content - Annual Parish Meeting/AGM/Local Election

(Clerk) informed Cllrs of the content of the annual parish meeting of residents and explained the difference between that and the Annual Meeting of the Parish council where new positions are voted in amongst council members. (Clerk) advised that local council elections are to take place on May 4th and (MR) advised Cllrs of the process. (Clerk) placed on the screen a sample of the SGC nomination form as (MR) explained the detail. Cllrs considered the timetable for completion of nomination papers.

11. Review and recommendations from Planning Committee

(Meeting – 20th February & 6th March) Cllr Anne Curtis reported on the meetings as detailed within the Planning meeting minutes.

12. Responsible Councillor and sub-group reports.

Fields & Open Spaces - In the absence of (JM), no report was given. (JG) advised Cllrs that an opportunity exists to receive grant funding through "Hanson" / Tytherington Quarry and stated that options for the improvement to the skate park and other matters may be considered.

Allotments – (PC) informed Cllrs that the Alveston allotment Association will be holding their AGM on March 27th in the Jubilee Hall and will be attending.

13. Financial Matters

(Clerk) had distributed December, January and February financial reports and reconciliations with the agenda packs. (JG) in the absence of (JM) asked for approval and signed the reports

14. Clerk – Annual Leave Additional Work

(Clerk) informed Cllrs that although two weeks holiday entitlement was carried over from the previous year he was unable to use them and requested Cllrs authorise the allowance be carried forward to 2023/24. Cllrs unanimously approved the request. (Clerk) also informed Cllrs that he had been asked by SGC to assist with the setting up of a new Parish council after the election. It was

emphasised that this would not impede upon the work for Alveston parish Council and would only be temporary until the new Cllrs are settled. Cllrs agreed that there was no objection.

15. Authorisation of Payments

15.1. Payments Authorised at meeting by (JG) & (AC)

Details	Ref.	£
Grounds Maintenance Contract	B/P 316	1,228.50
Photocopy & Print	B/P 317	50.70
Balance of 50% of installation	B/P 318	9461.70
Cableway repairs & maintenance	B/P 319	1090.80
Cableway additional part	B/P 320	20.88
Salary	B/P 321	434.90
Salary & Expense	B/P 322	1740.85
Salary	B/P 323	135.42
Annual IT Support	B/P 324	144.00
Total Payments		£14,307.75

15.2. Recent Receipts

Details	Ref.	£
Memorial CR Plot - 89	Inc 22	100.00
Additional Inscription CR Plot - 13	Inc 22	50.00
Additional Inscription CR Plot - 77	DCR	50.00
Total Receipts		£200.00

22.060 Resolved: That all receipts and payments presented to the PC meeting on 20th March 2023 were accepted.

16. Correspondence

None

17. Website / Helmet

None

18. Any Matters the Chair Considers Urgent

None

Meeting Closed 20.42PM

The next Council Meeting will be 15th May 2023. (At the Jubilee Hall)