

**Minutes of the Parish Council Meeting  
Held on 20<sup>th</sup> November 2023 at 7.30pm in the Jubilee Hall.**

**Present:** - Cllrs John Graham (JG) (Chair), Paul Caddick (PC), Marion Reeve (MCR), Carmen Vazquez (CV), Valerie Williams (VW), Ward Cllr Matthew Riddle (SGC) Graham Smith (Clerk)

**1. Apologies for Absence**

Anne Curtis (AC)

**2. Declaration of Interests**

(Clerk) reminded Cllrs that their completed "Dispensation Request Forms" applied as budget discussions was on the agenda.

**3. Evacuation Procedures**

The evacuation procedures were noted.

**4. Public Participation**

Two members of the public were in attendance to discuss a planning application which was on the agenda at the previous planning meeting. (Clerk) directed public to the parish website and how to link to SGC planning portal.

To members of the public were in attendance for item 6 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.

**23.034 Resolved:** The minutes of the Parish Council meetings held on Monday 16<sup>th</sup> October 2023 were accepted as accurate and signed by the Chair.

**6. Speaker to discuss future of 918 Bus Service.**

(Clerk) had previously distributed correspondence from Caroline Brewse (Olveston resident) and Clerk to Olveston Parish Council relating to the 918 Service and pointed out that services 622 and 411 which carried out the role of transporting children from outlying villages (Severn Beach / Pilning / Olveston) to the castle School (Thornbury) had already been lost. The replacement 918 has been subsidised by SGC which is due to expire July24 and residents with support of relevant Parish Councils should lobby WECA (West of England Combines Authority) for funding to ensure that the service is not axed as this would compromise the travel arrangements of children's commute to school.

(MCR) asked why the new West Link service is not available to fulfil this requirement to which (MR) confirmed that to access the West Link service users are required to be over thirteen. Further that the service is split into "Zones" which are not compatible with the demands of the commute. (CV) pointed out that the current zoning policy is not fit for purpose as major public transport commuting requirements (such as Thornbury / Southmead Hospital) cannot be made via a direct route. (MR) agreed with the points raised and would investigate.

Ms Brewse, representing families of sixty children is present to request that the Parish Council support the families with their request to WECA. (Clerk) requested information relating to the process required to which the Olveston Clerk will supply all relevant information. All councillors unanimously agreed to support the group lobbying to retain the 918 service.

**23.035 Resolved:** The Parish Council support Ms Brewse and the group lobbying to retain the 918 service.

**F231120-01** To meet with Olveston Clerk to discuss coherent process with relevant parish councils.

**Action to (Clerk)**

**7. Grant Aid Payments**

(Clerk) pre-distributed the 2023 grant aid applications and expressed surprise in that (despite the same process as many previous years). (Clerk) had received only one application and also confirmed that a recurring grant payment to maintain parish defibrillators is to be approved. (CV) proposed that Grant Aid commitments be paid in full as requested. (MCR) seconded and all cllrs unanimously agreed.

**23.036 Resolved:** Grant Payment of £500 be paid to “Helmet” magazine and payment of £130 be paid to the Alveston Defibrillator Fund.

**8. To receive report from South Gloucestershire Council**

(MR) informed Cllrs of the SGC consultation on the New Local Housing Plan which includes the option for one hundred new houses in Alveston the bulk of which is considered for Vatingstoke Lane and although outside the Parish Boundary will substantially affect residents of this Parish. Other sites earmarked include an area to the rear of Berkely Vale Motors, and the field next to the Old Vicarage.

Also Cllrs were informed of the other SGC public consultations currently open.

- a. Thornbury - Grovesend Road, A38 Junction Improvements where SGC are proposing some improvements to the junction of the A38 and Grovesend Road near Thornbury. The improvements are designed to increase capacity, reduce congestion, and improve safety for all road users at this busy junction which is open from 06 Nov 2023 to 27 Nov 2023.
- b. South Gloucestershire Council Budget 2024 is open from 16 Oct 2023 to 08 Dec 2023.
- c. A38, Alveston Hill and Bradley Stoke Way active travel improvements which is on this agenda will be open from 06 Nov 2023 to 18 Dec 2023
- d. Waste less, recycle more is open from 06 Oct 2023 to 07 Jan 2024.
- e. SGC have suggested ways in which they could save the money from the library service and want to gather opinions from residents. Open from 18 Oct 2023 to 10 Jan 2024
- f. Consultation regarding proposals to make changes to late night street-lighting to cut carbon emissions and reduce spend on energy. Open from 18 Oct 2023 to 10 Jan 202

**On Going Issues:**

a. 25 and 25A Quarry Road – the work has now been completed as per the plans that were passed by the SGC Planning Committee, therefore, the planning enforcement case has now been closed.

b. (MR) requested that SGC bring back the flashing speed sign in Strode Common during October, the results are below:

SpeedVisor Results								SPV Speeds	
	Location	Site Code	Deployment Date	% of Vehicle Compliance	% of Vehicles traveling above speed limit	% of Vehicles below enforceable threshold	% of Vehicles within enforceable threshold	Av Speed	85%ile Speed
	Vehicle Count							MPH	MPH
7437	Strode Common	SV181e	04.10.23	13.42%	86.58%	20.26%	66.32%	37	44
7437	Strode Common	SV181e	11.10.23	15.73%	84.27%	20.72%	63.55%	37	44

c. The issue of Greenhill Road and Greenhill street naming has been taken up previously with SGC officers to see if clearer signs could be introduced. The existing signs have had the vegetation removed and a request for a meeting with a highways officer on site to see if clearer signs can be introduced. Also contact has been made directly with Google Maps, because they had it incorrectly showing both roads as Greenhill Road. They have now changed their maps to show correctly both

the Greenhill Road and Greenhill names. (MR) is also in contact with other transport map companies to check that their maps are correct, too: namely TomTom; Garmin; Rand McNally.

Details relating to potholes, faded white lines, broken streetlights, overgrown hedges, and blocked drains etc are continued to be logged and members of the public can log them direct on the SGC website. (Clerk) confirmed to Cllrs that he had sent a list with photographs of dilapidations around the Parish whose upkeep is the responsibility of SGC along with recent correspondence from a resident relating to the narrowing footpath outside the church and an issue with wheelchair access / dropped kerbs along the A38. (MR) confirmed that he had passed on to SGC officers all the issues / concerns highlighted by (Clerk).

## 9. To consider Public Consultation Relating to Cycle/Bus route

(Clerk) informed Cllrs that information relating to the consultation had been deployed upon the website and information released through social media as councillors are exceptionally concerned, specifically relating to the removal of the left-hand filter at the Down Rd / Alveston Hill junction. There is the fear that due to the resultant envisaged hold ups at this junction, traffic will re-route themselves through the village either via Greenhill or David's Lane to enter the A38 and onto Alveston Hill.

(Clerk) drew the attention to Cllrs that the plans were to make the bus stop on A38 opposite David's Lane redundant and to move fifty yards south and to introduce a pedestrian crossing. At the consultation (Clerk) found that the representatives were unable to explain the logic behind the move. Cllrs perceived that this was not necessary.

It was noted that the consultees still required a decision from the Council relating to demolishing the bus stop. As the decision was split Cllrs requested (Clerk) to investigate the proposed nature of the replacement and report at the December meeting. Cllrs requested that (Clerk) complete the consultation highlighting the concerns as discussed.

**F231120-02** To request plans / photographs of the intended replacement bus stop scheduled to replace the demolished stone bus shelter.

**Action to (Clerk)**

**F231120-03** To complete consultation on behalf of the Parish Council expressing the concerns highlighted at the meeting.

**Action to (Clerk)**

## 10. Financial Matters

(Clerk) had distributed October Finance Report with the agenda packs.

**23.037 Resolved:** The financial report for October as presented were accepted as accurate and signed by chair.

(Clerk) had distributed with the agenda packs the proposed 24/25 charges which were presented in line with the guidelines issued to (Clerk) at the previous meeting. (PC) proposed that the charges as presented were acceptable, (VW) seconded and all Cllrs unanimously agreed.

**23.038 Resolved:** Charges schedule for 2024/25 was adopted by Council.

At the request of (Chair), (Clerk) had previously distributed with the agenda packs two requested guidance for 2024/25 budget setting. One for a precept increase in line with the Retail Price index and the other in line with the shortfall of funding required for the proposed pump track to replace the old skate park. Cllrs unanimously perceived that the 100K grant funding raised to finance the pump track should not be forfeited for fear of a twenty per cent shortfall. (JG) requested that (Clerk) investigate the effect of a 20K increase in precept upon a typical average household within the parish to which it was concluded that it would cost an additional £1.36 per month to the average council tax bill. (JG) proposed to accept the budget as it relates to an increase to part fund the pump track. (MCR) seconded and all Cllrs unanimously agreed.

**23.039 Resolved:** Draft 2 of the proposed 24/25 budget be adopted by Council.

**11. Clerk – Local Services Pay Agreement**

(Clerk) had previously distributed with the agenda packs the NALC agreement which had been reached for the Local Government Services Pay Agreement 2023. The new pay rates for local councils are detailed in the document as distributed and a back pay to April 23 was part of the settlement. The back pay and new incremental rise will be effective as from December. Cllrs unanimously agreed that this was acceptable.

**12. Review and recommendations from Planning Committee.**

As (AC) was unavailable no matters were reviewed.

**13. Responsible Councillor and sub-group reports.**

(Clerk) had distributed with the agenda packs a full costing of the pump track / access and landscaping as received from Velosolutions and a breakdown of how the costs were to be met. This included £51,670 to be received from SGC 106 monies and £45,000 in aggregates and asphalt for construction granted to the Parish Council from Heidelberg Materials (operators of Tytherington Quarry) and the remainder of the funding (approx. £20,000) to be funded by the Parish Council.

(Clerk) emphasised to Cllrs that the skate park as is has issues with the annual ROSPA inspection in that the equipment is so old much of it passes on “grandfather clauses”, further to this there are always repairs to be done which will only increase with time and at some stage it will need to be decommissioned. Cllrs concluded that this is a one-off opportunity which is not likely to arise again. (MCR) proposed that the project to go ahead and a purchase order to be raised. (PC) seconded and all Cllrs unanimously agreed.

**23.040 Resolved:** The pump track project to go ahead with (Clerk) to raise purchase order with Velosolutions and a timeline to be agreed.

**14. Authorisation of Payments**

14.1 Payments authorised 20th November 2023 by (JG) & (CV)

Details	Ref.	£
Grounds Maint.	B/P 390	1170.00
Photocopy & Print	B/P 391	50.70
Salary & Expense	B/P 392	1982.73
Salary	B/P 393	148.62
Repair pro-safe gate (Cross Hands)	B/P 394	333.02
Localism Charges	B/P 395	1746.18
Jubilee Field Water	B/P 396	57.31
Trough Supply, Alltments	B/P 397	238.19
Telephone Calls / Line Rental	B/P 398	72.69
Grant – Toward annual insurance	B/P 399	240.20
<b>Total Payments</b>		<b>£6,039.64</b>

14.2 Recent Receipts (October)

Details	Ref.	£
Season Pitch Fee	DCR	660.00
VAT Refund	DCR	1866.48

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Details	Ref.	£
Total Receipts		£2,526.48

**23.041 Resolved:** That all receipts and payments presented to the PC meeting on 20<sup>th</sup> November 2023 were accepted.

**15. Correspondence**

(Clerk) advised that there was one item of correspondence that had been discussed with (MR) as per item 8 of this meeting. (MR) requested contact details to liaise with regard to the exact position of the dropped kerbs.

**16. Website / Helmet**

No matters were disclosed for inclusion.

**17. Any Matters the Chair Considers Urgent**

None

Meeting Closed 21.30PM

**The next Council Meeting will be 18<sup>th</sup> December 2023. (Jubilee Hall)**