

**Minutes of the Parish Council Meeting
Held on 19th February 2024 at 7.30pm in the Jubilee Hall.**

Present: - Cllrs John Graham (JG) (Chair), Paul Caddick (PC), Marion Reeve (MCR), Anne Curtis (AC), Valerie Williams (VW), Carmen Vazquez (CV), Ward Cllr Matthew Riddle (MR).

Graham Smith (Clerk)

1. Apologies for Absence

Ward Cllr Tony Williams

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.

23.062 Resolved: The minutes of the Parish Council meetings held on Monday 15th January 2024 were accepted as accurate and signed by the Chair.

6. To receive report from South Gloucestershire Council

Cllr Matthew Riddle was present at meeting taking the place of Cllr Tony Williams who sent his apologies.

(MR) had previously distributed to Cllrs a list of SGC ongoing consultations and of particular note is SGC Consultation Council Plan - high level Council Plan, deadline 12.4.2024

Key themes of the proposed new plan:

1. Driving the green transition with a focus on renewable energy, heating and green transport choices.
2. Acting now to start reducing inequalities to at least pre-pandemic levels and then beyond.
3. Ensuring the next generation gets the best start in life and that every child is able to thrive.
4. Strengthening social infrastructure and taking action now to reduce long-term health inequalities.
5. Building better places using powers in planning, transport and housing, SGC strong voice in the West of England Combined Authority and influence with national government.

Cllrs expressed concern relating to the introduction of car park charges in Thornbury. (MR) confirmed that a full council meeting will be held on Wednesday 21st Feb to discuss and resolve the proposal to which Cllrs requested that he recognises the Parish Council is against the initiative. (MR) confirmed if the resolution is passed, the charges would take effect within the year 25/26.

(Clerk) expressed concern that he had been made aware of issues in Alveston from the Parish Clerk in Olveston. (MCR) confirmed that she was aware of the issue in Quarry Rd and would copy (Clerk) of developments.

7. Financial Matters

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

23.063 Resolved: The financial report and reconciliations for January as presented were accepted as accurate and signed by chair.

(Clerk) had distributed with the agenda packs the revised Financial Regulations with the insert for Tender Thresholds as recommended by the internal auditor. (PC) proposed that the Council accept the revision to the Financial Regulations, (JG) seconded and Cllrs unanimously agreed.

23.064 Resolved: The Parish Council accept the revision to the Financial Regulations.

8. Review and recommendations from Planning Committee.

(AC) stated that no other matters to consider as per reviewed on previous minutes.

9. Responsible Councillor and sub-group reports.

(JG) stated that the works to install the Pump Track will commence on 11th March with a timeline of 4 to 6 weeks the contract being a standard model which (JG) will review prior to commencement. All field users and representatives of the Jubilee Hall and Youth Centre have been informed and a post has been placed on the website. (JG) had updated Heidelberg Aggregates (formally Hanson). It was agreed that the installation of lights will be considered later as this requirement does not affect the initial build process. (JG) requested that due to annual leave the installation contractor may wish to communicate with a council representative. (PC) & (CV) agreed to cover if required.

(PC) gave council a review of allotment activities and requested any issues to bring to the AAA meeting on 22nd February. (Clerk) advised Cllrs that a Tenancy agreement had been sent for plot 18 and awaiting return prior to advising the availability of plot 35 to the next on the waiting list. Cllrs requested an update relating to the installation of seating and tables within a communal area of which SGC s106 grant was available. (Cllrs) requested that (PC) convey to the AAA that their association with St Helens School and the introduction of allotments / growing / food production to pupils is impressive particularly as it brings awareness and enjoyment to children.

(Clerk) reported an issue of broken glass at the Down Rd play area and Cemetery and that the set up of an internment had been vandalised the night prior to the burial. (Cllrs) were shocked and disturbed and requested residents are aware of the issues of vandalism within the community by local youth.

F240219-01 Update website and Helmet relating to issues of vandalism within the community, and forward narrative to (JG) to upload onto social media.

Action to (Clerk & JG)

(VW) presented to councillors a report relating to the activities of Magnox which is now called “NRS”, (Nuclear Restorative Services). It was confirmed that (MR) is the new Chairmen of the liaison group and is doing an excellent job. (VW) made Cllrs aware that grants of up to £2000 are available from NRS to go toward neighbourhood projects.

(VW) reported that she had attended a recent Youth Centre Committee meeting and reported that they propose to upgrade the heating within the centre. Improvements had been made to roof access to prevent youth access.

(Clerk) reported that he had attended a WERN (West of England Rural Network) meeting and advised that a “drop in” would take place in Oldbury on 21st Feb as advertised on Alveston.org.

(Clerk) informed Cllrs of upcoming SGC CEF (Community Engagement Forum) meeting dates.

10. Authorisation of Payments

14.1 Payments authorised 19th February 2024 and signed by (JG) & (CV)

Details	Ref.	£
Grounds Maint	B/P 418	1170.00
Photocopy & Print	B/P 419	50.70
Salary & Expense	B/P 420	1875.11
Salary	B/P 421	148,62

Details	Ref.	£
Internal Audit Service	B/P 422	719.40
Litter Bin Empty	B/P 423	74.88
PC Guru – 1 year IT support	B/P 424	348.00
PC Line Rental & Calls	B/P 425	72.69
Cemetery Water Usage	B/P 426	40.71
Total Payments		£4,351.49

14.2 Recent Receipts (January)

Details	Ref.	£
Internment CR Plot - 88	DCR	115.00
D of G & Internment-Grave Plot 66	DCR	447.50
Total Receipts		£562.50

23.065 Resolved: That all receipts and payments presented to the PC meeting on 19th February 2024 were accepted.

11. Correspondence

(Clerk) advised that an email had been received from a resident complaining that the installation of the Pump Track conflicts with the fixtures of Olveston Football Club. (Clerk) confirmed that he had prewarned OFC that this may occur and to prepare accordingly. (Clerk) presented reply to Cllrs who agreed that it was suitable for (Clerk) to return.

12. Website / Helmet

Update of installation of pump track. Report on Youth Vandalism. Notification of Annual Parish Meeting

13. Any Matters to be carried to next meeting.

None

Meeting Closed 20.47PM

The next Council Meeting will be 18th March 2024. (Jubilee Hall)