

**Minutes of the Parish Council Meeting
Held on 21st October 2024 at 7.30pm in the Jubilee Hall.**

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

Graham Smith (Clerk), Ward Cllrs Tony Williams (TW).

1. Apologies for Absence

Ward Cllr Matthew Riddle

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted.

4. Public Participation

One member of public was present to discuss item 8.

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.

24.029 Resolved: The minutes of the Parish Council meeting held on Monday 16th September 2024 were accepted as accurate and signed by the Chair.

6. To receive report from South Gloucestershire Council

(TW) reported that he had a flooding and drainage inspection of all vulnerable areas within the ward.

Cllrs also confirmed that they had received the briefing from Cllr Matthew Riddle. (Clerk) conveyed a statement from Cllr Riddle stating that the application at Old Church Farm has many associated issues raised and that this application would run for a significant period. If the application is approved by officers, it would be called in for scrutiny by Planning Committee. (TW) was unable to comment due to his position on the committee.

7. Financial Matters

7.1. Finance Reports

(Clerk) had distributed September Finance Report and reconciliation with the agenda packs and Cllrs agreed that this was a true representation of the councils' current financial position.

24.030 Resolved: The financial report and reconciliations for July and August as presented were accepted as accurate and signed by chair.

7.2. Discussion relating to 25/26 budget

(Clerk) requested an indication of how the council would seek to increase precept for the budget year (if at all). He explained that with this figure he could work the budget of each account code to match and ensure the budget is feasible and realistic. (PC) asked Cllrs to consider an increase in relation to the predicted CPI percentage. All Cllrs agreed that an increase should be considered and understood that a refurbishment of the Youth Centre will be taking place in 2025, and a grant should be fed into the budget. Cllrs unanimously agreed that an increase of 5% be worked on by (Clerk) and to feedback at next meeting for any changes or to consider approval of full budget.

F241021-01 – To prepare a budget which would consider a 5% increase in precept for discussion at next meeting.

Action to (Clerk)

8. To consider a proposal for the refurbishment of Youth Centre toilets

The chair of the Alveston Youth Centre Committee (Ivor Bryant) was present to reveal proposals to Cllrs for the demolition and refit of the toilets within the Youth Centre to accommodate modern disabled toilet facilities along with 2 * unisex toilet cubicles along with associated basins, driers etc. The refurbishment would commence in summer of 2025 and could be done without further grant funding as the National lottery had contributed £10,000 toward the cost, however the refurbishment would drain the Youth Centre funds if no further grant was achieved and to this end Mr Bryant requested that the Parish Council consider granting funds toward the project.

Cllrs agreed that Clerk build this into the Grant Funding Budget and return with options at next meeting.

9. Annual revision of Council Policy Documents

(Clerk) had previously requested Cllrs visit the website and review the Council's Standing Orders, Finance Regs and Code of Conduct prior to the meeting. (Clerk) confirmed there had been no changes in Legislation or Council policy over the year which would impact upon the necessity to change the wording within the documents. (JG) proposed to retain the policy documents as they are for a further year. (PC) seconded and all Cllrs agreed.

24.031 Resolved: The Council's Standing Orders, Finance Regs and Code of Conduct be retained, without change for a further year.

10. Review and recommendations from Planning Committee.

(Clerk) had distributed previous planning minutes with the agenda packs. (Clerk) confirmed that he had sought legal advice from NALC in the event of SGC and neighbours at the Cricket Pitch forcing the Council to remove the safety netting and to seek advice as to who would be liable for damage given the fact that neighbours requested the removal. NALC solicitors confirmed a response prior to the next meeting for Cllrs to consider.

11. To discuss Greenhill Rd / Greenhill Road signs

(Clerk) advised that this item had been requested by (VW) who is not present at the meeting. It was confirmed that road signs are in place at appropriate places and it was believed the issue was with Google Mapping. (JG) checked Google Maps at the meeting and confirmed that the issue had appeared to be rectified.

12. Responsible Councillor and subgroup reports

(Clerk) had distributed the SGC project management plan for the Nature Area and Cllrs confirmed that it had been read and found to be acceptable. (Clerk) stated that the funding agreement was in place (similar to that of the Pump Track and Down Rd play area) and requested that this document be completed and returned. (PC) proposed this be accepted and completed (CV) seconded and all Cllrs agreed.

24.032 Resolved: The SGC S106 grant funding agreement was accepted by Cllrs and agreed to be signed and returned.

(JG) confirmed that the new bins had been installed into the Jubilee Field and the seat and table had been repositioned to the edge of the pump track. (Clerk) confirmed that the emptying of the bins had been added to the other bin emptying regime with SGC under the "Localism" agreement and will be added to the next year budget (additional cost of £381 per bin PA)

13. Authorisation of Payments

13.1. Payments to be authorised at meeting, by Cllrs John Graham & Carmen Vazquez).

Details	Ref.	£
Grounds Maintenance	B/P 488	1216.80
Photocopy & Print	B/P 489	50.70
Clerk Salary & Expense	B/P 490	1990.97
Salary – Cemetery Caretaker	B/P 491	163.21
Room Hire	B/P 492	264.45
Signage – Jubilee Lime Kiln (Dogs)	B/P 493	480.00
Bus Shelter Repair	B/P 494	321.91

Details	Ref.	£
Bin Empty	B/P 495	78.00
Leaf blowing/ additional maintenance	B/P 496	91.52
Tax & Ni Payments	B/P 497	1611.99
Bin/seat Installation / car park repair	B/P 498	1062.00
Grant Order 24/002 – Insurance	B/P 499	272.70
Total Payments		£7,604.25

16.3. Recent Receipts (September 2024)

Details	Ref.	£
Precept	DCR	41655.00
Additional Inscription 2 * CR Plots	Inc 030	115.00
2024/25 Season Advance payment	DRC	103.50
Total Payments		£41,873.50

24.033 Resolved: That all receipts and payments presented to the PC meeting on 21st October 2024 were accepted.

14. Correspondence

None

15. Website / Helmet

Nothing to add. (Clerk) confirmed that he had placed in the Helmet and Website the call for applications for Grant Aid funding.

16. Any Matters to be carried to next meeting.

None

Meeting Closed 20.30PM

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