

**Minutes of the Parish Council Meeting
Held on 20th January 2025 at 7.30pm in the Jubilee Hall.**

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

Graham Smith (Clerk),

1. Apologies for Absence

Ward Cllrs Tony Williams, Matthew Riddle (MR).

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted.

4. Public Participation

Non

5. Minutes from previous meeting

Minutes of the previous meeting had been circulated with the agenda papers. (Clerk) requested that Cllrs ensure the record is a correct account of meeting. Cllrs agreed that this was an accurate representation.

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

6. Police Matters

An update on policing matters received from PCSO Paula Perry had been circulated with the agenda papers. PC Will Price sent apologies.

7. To receive report from South Gloucestershire Council

Both district Ward Councillors sent their apologies and were absent from the meeting.

Cllr Tony Williams had sent prior to meeting details relating to SGC Local Plan Consultation which had been forwarded to Cllrs.

Cllr Matthew Riddle had forwarded general update prior to meeting and matters relating to (in conjunction with (JG)) raising a petition for Down Road resurfacing and for SGC to consider speed calming measures in Strode Common

SGC have agreed to paint some '30 mph' roundels at the entrance to the village at Strode Common and Vattlingstone Lane, which is likely to be done in April when weather improves.

Residents have reported Graffiti in Quarry Road/ Quarry Mead.

8. To consider meeting diary and date of Annual Parish Meeting

A provisional draft of meeting dates for 2025 had been circulated with the agenda papers to discuss revised dates for the annual parish meeting considering the Easter Bank Holiday Monday would fall on the third Monday in April (the usual date for the annual Parish Meeting). It was proposed that the meeting be held the following Monday on 28th April and that no Parish Council meeting would take place that month. (PC) proposed (MCR) seconded and all Cllrs agreed.

24.048 Resolved: The annual parish meeting for 2025 would take place at 7.30PM on Monday 28th April in the Jubilee Hall.

(Clerk) confirmed that he would contact all participants with details of date and venue.

9. To update of information on Standing Orders / Finance Regs

The Parish Council's revised Standing orders and Financial Regulations had been circulated with the agenda papers. (Clerk) explained that the update was a revision to Tender Threshold Limits as set and was picked up by internal audit who stated that the existing policy documents do not contain the most recent upgrade to the Tender Threshold limit. (JG) proposed that the revised Standing Orders be accepted (MCR) seconded and all Cllrs unanimously agreed.

24.049 Resolved: The Parish Council approve the revision to the Council Standing Orders.

(JG) proposed that the revised Financial Regulations be accepted (MCR) seconded and all Cllrs unanimously agreed.

24.050 Resolved: The Parish Council approve the revision to the Council Financial Regulations.

10. To review Asset Register and agree a consumables threshold

(Clerk) had distributed the up-to-date Asset Register to councillors with the agenda packs and explained that the authorisation of a consumable's threshold is now a check item for internal audit and Cllrs to agree a lower limit whereby items may be removed. It was discussed that assets which were registered to the council but had zero cost such as the telephone box / book exchange should continue in the register with a 1p value. Cllrs agreed that items below £100 and above 1 penny be removed from the register. (JG) proposed (CV) seconded.

24.051 Resolved: The asset register consumables threshold is between one penny and one hundred pounds. All items with that value between be removed from the asset register.

11. Financial Matters**December Finance Report.**

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

24.052 Resolved: The financial reports and reconciliations December as presented were accepted as accurate and signed by chair.

12. To Review Matters arising from the Planning Committee

The planning application for the Battery Storage facility at Earthcott is now going to a planning appeal. Any additional comments to those already made need to be made to the Planning Inspectorate by 12th February.

13. Responsible Councillor and subgroup reports

(Clerk) informed Cllrs the zip wire's repair will be completed by 24th January and was to pass on apologies from GB Sport and Leisure for the delay due to the delivery of an incorrect part.

(PC) stated that there was no new items to report for allotments.

(VW) confirmed attendance at Youth Centre Committee meeting and reported updates.

(MCR) confirmed attendance at Jubilee Hall Management Committee meeting and reported updates.

14. Authorisation of Payments

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

Details	Ref.	£
Grounds Maintenance	B/P 519	1216.80
Salary /expense	B/P 520	1928.64
Salary – Cemetery Caretaker	B/P 521	163.21
Park Inspection / Litter pick charges	B/P 522	630.00
Quarter Tax & NI Payments	B/P 523	2230.52
Re-Charge – Hire of Facilities	B/P 524	811.20
Total Payments		£6,980.37

13.2 Recent Receipts (December 2024)

Details	Ref.	£
CR Plot 64 – Additional Inscription	DCR	57.50

Details	Ref.	£
Credit Interest	DCR	150.89
Total Payments		£208.39

24.053 Resolved: That all receipts and payments presented to the PC meeting on 20th January 2025 were accepted.

15. Correspondence

Emails had been received relating to SGC Local Plan from Cllrs Tony Williams and a Police News Bulletin from PCSO Paula Perry. Both of which had been distributed to Cllrs,

16. Website / Helmet

Nothing to add.

17. Any Matters to be carried to next meeting.

(JG) requested that Cllrs consider ways in which more Cllrs may be recruited onto the parish Council. These may include a stall at the Fete and Surgeries to take place in the Parish (with incentives to attend). (JG) also requested that Cllrs consider an award scheme for individuals with an outstanding contribution within the community of the Parish.

(Clerk) will place both items on the agenda for the next meeting.

Meeting Closed 20.20PM

The next Council Meeting will be 17th February 2024. (Jubilee Hall)