

Minutes of the Full Council Meeting of Bitton Parish Council held on Tuesday 27 September 2022 at 7.30pm at the Community and Youth Building, Rear of Redfield Edge School.

PRESENT: Councillors: P Collins, L Efthymiou, G Hardman, S Hawking,
P Hughes, St Nash, Su Nash, S Rickerby,
K Scudamore, A Thomas, E Williams

Officer : Mrs K Fry – Clerk

Before the commencement of the meeting, a one minute silence was observed to mark our respects to HM Queen Elizabeth II following her death on 8 September 2022.

The Chair welcomed all and explained the emergency procedures.

103/22. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Allinson and Bridge.

104/22. DECLARATIONS OF INTEREST

Councillor Williams reported that she has resigned as Chairman at the Batch Community Centre.

RESOLVED the Clerk to forward Councillor Williams the Register of Members Interests for updating.

105/22. TO NOTE THE PASSING OF COUNCILLOR COALES AND DISCUSS AND AGREE ADDITIONAL MEMBERS TO THE FINANCE AND PLANNING COMMITTEES

It was noted the sad passing of Councillor Coales. His knowledge and expertise across the Parish will be a huge loss to our Community. Thoughts are with his family at this sad time. The clerk noted that out of a mark of respect it is advised that the vacancy is not advertised until after the funeral. Therefore this will take place in November. The clerk explained that this will fall within the 6 month time frame before an election takes place and Councillors are to decide whether they wait until May 2023.

RESOLVED Councillor Williams to join the Finance and Planning Committee.

106/22. CONFIRMATION OF MINUTES

RESOLVED that the minutes of the meeting held on 12 July 2022 be confirmed as a correct record and signed by the Chairman.

107/22. PLANNING COMMITTEE

The decisions made from the Planning Committee meetings of the 1 and 22 August 2022 were presented.

RESOLVED that the minutes be received as presented.

108/22. REPORTS FROM REPRESENTATIVES AT OTHER MEETINGS

Councillor Hughes advised he had attended a meeting with the Trustees at North Common Village Hall. The issues over the surfacing of the car park have been resolved since tarmac works have been carried out. The Trustees are having difficulty with young people congregating in the car park in cars. Whilst in previous years they have been welcomed, the Community Groups that use the building are finding this intimidating and the beat team have been asked to help move them on.

109/22. UPDATE FROM THE DISTRICT COUNCILLORS

Councillor Williams reported that Officers are still finalising the S106 monies allocated to the development of the Chief Trading Post. She noted however, work is due to commence after Christmas.

Councillor Williams reported that she had allocated Bitton History Group £600 from her Members Award Funding.

Councillor Hughes reported on the current situation surrounding Aitchinson Field and Oldland Abbotonians Football Club. Works have been carried out on site without the permission of Property Services at South Gloucestershire Council who are the landowner. The Public Rights of Way team are also involved due to the Football Club diverting the footpath without permission. Works have been instructed to stop until further investigation is carried out.

Councillor Hughes reported that the rubbish bin has not been changed as yet at Jeeves Convenience Store and he will continue to chase this.

Councillor Hughes notified the Council of a trial that is currently taking place in Bradley Stoke, Chipping Sodbury and Olveston where they are collecting the flimsy plastic packets that are used within every day waste. The Council are looking to reduce waste at landfill and if this trial is successful it would look to supply bins in all homes by 2025.

Councillor Hughes encouraged all to look at the South Gloucestershire Website to keep up to date with whats going on within the community.

Councillor Williams reported on the latest scam that is circulating around the Parish at present. It is a text message received from the Energy Support Scheme Grant and asks you to click on a link to apply. This isn't the Government page it is a scam. Councillors urge all residents to be careful when clicking on any links received unless they are sure of their origin.

110/22. OPPORTUNITY FOR THE PUBLIC AND COUNCILLORS AS APPROPRIATE TO ADDRESS THE COUNCIL

Councillor Collins reported that the clearance on the Keynsham Road by the Street Cleansing Team has been done to a great standard and thanked them for their hard work. He reported that he had emailed the team his thanks on behalf of the Parish Council.

111/22. CLERK'S REPORT

The clerk reported that following the handing over of the Youth Club to Creative Youth Network, Sandra Woodruff has closed the New Tracks holding account. A cheque for £2,600 has been paid into the Parish Council with instructions that this must be towards the Youth Club. This will be allocated as a grant received towards this years running costs.

Swift Sports Camp was fully booked again this year and was fully booked within 10 minutes of going online. The clerk reported she had received 2 phone calls from parents of Cherry Gardens asking if the playscheme was going ahead and also a call from Cherry Gardens School asking about the use of the shed which is within their grounds. Councillors are to decide how we move forward when discussing the budget for 2023/24.

The clerk reminded all Councillors about the Awards Ceremony taking place on Friday 30 September 2022 at North Common Village Hall from 7.00pm. All are welcome.

Damage has been made to the fencing at Redfield Hill Playpark between the park and the allotment site. Allotment tenants aren't happy that young people have access to their allotment plots. The clerk has instructed the Fencing Company – CR Fencing to carry out the repair urgently at £210 plus VAT.

112/22. LOSS OF BUS SERVICES

Councillor Williams requested this agenda item following the lack of response to the petition that was put forward to WECA from our Parish with over 1800 signatures. The loss of and lack of bus services within the parish has become a huge concern for all.

The clerk and Councillor Efthymiou had previously attended a meeting with Dan Norris and all local parish councils. Dan Norris would like to set up a "Community Innovation Fund" which gives parish council's the voice in how bus services are delivered within the community. The meeting was the initial step in making change to the bus services, capturing the views of parish councils. A questionnaire has since been sent and each Councillor is asked individually to respond to the email by 12 October 2022. Dan Norris has stressed that they will only pick services that are long term viable.

113/22. PERSONNEL COMMITTEE

RESOLVED that the following five Councillors be appointed to form the Committee:-

1. Sue Hawking
2. Paul Hughes
3. Sue Nash
4. Kim Scudamore
5. Andrew Thomas

114/22. ST MARY'S REMEMBRANCE DAY SERVICE

RESOLVED that Councillor Bridge attend as current Chair. The clerk to make arrangements for the wreath to be purchased.

115/22. GRIEVANCE POLICY

The Grievance Policy was circulated for review.

RESOLVED with the amendment to point 4 "employee must notify the Council", that this be adopted for a further year and the website updated.

116/22. TO CONSIDER THE APPLICATIONS RECEIVED FOR SMALL GRANTS

An application from St Mary's Churchyard, Bitton towards the cost of grass cutting. Legalities were discussed on whether the Parish Council can provide financial assistance to the church where they may be provided with contributions from other authorities for such maintenance.

RESOLVED to not award them at this time. Councillor Williams will look to see if the same legalities apply for Member Award Funding.

An application from Flicks in the Sticks, Bitton towards the continued running costs to run the event following increased room hire and licence fee costs.

RESOLVED to award them £150 towards the cost of one event.

An application from BVRA towards Flowers on the Bridge, Bitton.

RESOLVED to not award them at this time. Councillors felt that this was a lot of money requested. It has been asked if permission has been sought from South Gloucestershire Council for the buckets to be on the bridge? Councillors also asked whether they could receive a costing breakdown for the plants that is expected to be planted as they felt that £1368 was a lot of money to be spent on just plants. Another suggestion was whether Fonthill could be approached for sponsorship.

An application from Bristol & Weston Hospitals Charity towards the cost of refurbishment for the paediatric audiology test room.

RESOLVED to award them £250.

117/22. EXTERNAL AUDITOR REPORT

The Clerk had circulated the report of the External Auditor on the Councils 2021/22 accounts with no matters for concern. This was noted.

118/22. SAA OPT OUT

Correspondence was circulated from SAA the current external audit provider.

RESOLVED to not opt out and to remain with the current external audit provider.

119/22. TO CONSIDER SETTING A BUDGET FOR 2023/24

RESOLVED the Clerk to circulate some dates the Finance Committee to consider the budget.

120/22. UPTON CHEYNEY KIOSK

The clerk reported that the completion notice from BT has been received and from Wednesday 14 September 2022 legal ownership falls to the Parish Council. The clerk has given the go ahead to the group who are turning this into a phone box library.

121/22. INSURANCE RENEWALS

The clerk put forward 2 quotes for insurance renewal from 6 October 2022.

RESOLVED to remain with Gallagher AJG Community Scheme for £2,053.26 and to lock in on a 3 year long binding agreement.

122/22. CYBER INSURANCE

The clerk put forward the quote covering the Parish Council and Councillors protection against any cyber and data crime.

RESOLVED to accept the quote of £319.20 and for this to run alongside our current insurance timeframe.

123/22. CHUBB RECOMMENDATIONS

Following on from the routine Health and Safety inspections at the Community Building, Chubb Fire and Security Limited put forward a recommendation for replacement exit signs.

RESOLVED to accept the recommendation at a cost of £251.12 plus VAT and the clerk to arrange for these works to be carried out.

124/22. UNITY TRUST BOND

RESOLVED to defer this to the October meeting.

125/22. ACCOUNTS FOR PAYMENT

The Clerk submitted a schedule of accounts for payment and authorisation.

RESOLVED that the accounts listed be settled and the schedule signed by the Chairman.

The meeting ended at 8.33 pm

.....
Chair