

Minutes of the Full Council Meeting of Bitton Parish Council held on Tuesday 14 November 2023 at 7.30pm at the Community and Youth Building, Rear of Redfield Edge School.

PRESENT: Councillors: K Cole, P Collins, G Hardman, S Hawking, V McNab, St Nash, Su Nash, S Rickerby, A Thomas, N Watson, E Williams

Officer : Mrs K Fry – Clerk

The Chair outlined the procedures for exit from the building in the event of an emergency.

153/23. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor McNab. These were accepted. None were received from Councillor Friend

154/23. DECLARATIONS OF INTEREST

Councillor Williams noted that there were amendments to be made on her Register of Interests form.

RESOLVED the Clerk to forward this on to her for amendments.

155/23. CONFIRMATION OF MINUTES

RESOLVED that the minutes of the meeting held on 10 October 2023 be confirmed as a correct record and signed by the Chair.

156/23. PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 23 October 2023 were presented.

RESOLVED that the minutes be received as presented.

157/23. FINANCE COMMITTEE

The minutes of the Finance Committee meeting held on 2 November 2023 were presented.

RESOLVED that the minutes be received as presented.

158/23. MATTERS ARISING FROM PREVIOUS MINUTES

The Clerk reported that the timer for the lamp post has been booked in for installation on Monday 27th November 2023.

The Clerk reported that she had attended a meeting with Mark Pullin from South Gloucestershire Council together with Siston Parish Council, Hanham Parish Council and Oldland Parish Council. The meeting was to discuss the service Parish Councils feel we are not getting from South Gloucestershire Council and the difficulty Clerks are finding to do their jobs. A further meeting has been scheduled with other Parish Councils on Thursday 23 November 2023.

Councillor Collins reported on the recent ceiling repairs. There are no guarantees that this won't happen again and with the design of the ceiling they may just keep cracking.

RESOLVED to monitor the ceiling and repair as and when required.

Councillor Williams gave an update on the application for MAF funding from the PTA for a memorial bench in memory of Jane Allinson. She was still waiting on the PTA to complete the forms. The money is earmarked for them but without the form she is unable to proceed. She will continue to chase them.

159/23. REPORTS FROM REPRESENTATIVES AT OTHER MEETINGS

Councillor Watson gave an update on the Westlocal Idea proposal. The proposal the working group are putting forward is to provide a bus service from Warmley-Keynsham. Kingswood Community Transport were the preferred partners but the communication from them hasn't been forthcoming. The official funding application has been received and as expected lots of data is required before submission. A further meeting will be taking place in 2 weeks and Councillor Watson will report back after that.

160/23. TO RECEIVE AN UPDATE FROM THE DISTRICT COUNCILLORS

Councillor Williams attended the Remembrance Service at St Mary's Church on Sunday. It was a great service and well organised.

Councillor Williams reported that speed checks are to be installed this month along the Keynsham Road. It was agreed that there is a need and this will be set up

Councillor Williams gave an update on the proposed signage through Bitton. She contacted South Gloucestershire Council who advised that there was currently no funding available. She reported that the goalposts had been installed at the Pound Ground.

Councillor Williams urged parishioners to take part in the online consultations on the reduction of waste collections.

161/23. CLERK'S REPORT

The Clerk notified the Council of a meeting on 30 November 23 at 4.00pm with South Gloucestershire Council to discuss the final phase of the Local Plan. She advised she would send a Teams invitation out once received.

The Clerk reported that Avon Valley Railway had obtained further funding towards the refurbishment of the toilets and if Councillors were happy the funds could now be paid.

RESOLVED to pay Avon Valley Railway £5,000 from CIL Funding as agreed in the Full Council meeting on Tuesday 12th September 2023.

The Clerk reported that the hinge on the playpark gate has been damaged. CR Fencing are to provide a quote for its repair/replacement.

RESOLVED the Clerk to forward the quote to the Chair and Vice Chair for approval to allow the works to be scheduled quicker.

The Clerk reported that the In Year Internal Audit had taken place on Thursday 9 November and we were still waiting for the report.

The Clerk reported that she would be attending the Cherry Gardens Resource Group meeting on Wednesday 15th November 2023. She noted her aim was to find out what the requirement would be from Bitton Parish Council.

The Clerk advised the Council that she was still waiting to hear back from the insurance company with their preferred supplier for the bus shelter on Barry Road. She will continue to chase.

162/23. CASUAL VACANCY IN THE NORTH COMMON WARD

The Clerk reported that notices have been placed on the website and on our noticeboards. If no request for an election is given by Tuesday 21 November 2023, the Parish Council can fill this vacancy by co-option. The Clerk noted the 2 committees which were short on Councillors.

RESOLVED Councillor Williams to join the Planning Committee and Councillor Hawking to join the Environment and Leisure Committee.

163/23. TO RECEIVE THE 2024 MEETING DATES

The Clerk had circulated the 2023 meeting dates. These were noted.

Councillor Su Nash asked Councillors to please send apologies when not attending meetings to ensure meetings are quorate.

164/23. COMMUNITY BUILDING

Councillors discussed the open and closing of the building moving forward following the resignation of the Caretaker. Whilst there is no short term fix for the opening and closing of the building on weekends the following was **RESOLVED**:

- a) Continue with our regular hirers and stop taking weekend party bookings
- b) To honour the current bookings made and the Clerk to open and close for them.
- c) To readdress this in April when we have an idea of year end figures. Clerk to add this on the April agenda.

165/23. TO CONSIDER THE BUDGET FOR 2024/25

11 Councillors were present to consider the recommendations for the 2023/24 budget. The Clerk put forward the proposals showing what would need to be taken from reserves should the precept remain the same or whether an increase was implemented. 11 Councillors voted for a 3% increase.

- RESOLVED**
- a. that a precept of £125,393.00 be approved for the year 2024/25.
 - b. that the £5,292.00 shortfall in the budget be taken from unearmarked reserves to cover the gap between income and expenditure.

SERVICE	BUDGET 2023/24	EXPENDITURE TO 30.09.23	BUDGET 2024/25
Allotments	2,000.00	509.84	2,000.00
Footpaths	2,500.00	1,600.00	2,500.00
Leisure	1,250.00	610.94	1,250.00
New street furniture	0.00	0.00	0.00
Maintenance of			
Street furniture	2,250.00	320.00	2,300.00
Planting	2,800.00	0.00	3,000.00
Salary, etc	65,000.00	29,756.36	54,000.00
Administration	6,000.00	5,230.16	6,200.00
A.L.C.A.	1,350.00	1,376.36	1,500.00
Playschemes/Swift	6,000.00	5,080.00	6,500.00
Grants	2,000.00	0.00	2,000.00
Youth Provision	17,985.00	8,992.50	18,885.00
Capital repayments	19,000.00	9,498.74	19,000.00
Newsletter/Publications	0.00	0.00	2,000.00
I.T.	1,000.00	498.00	1,000.00
Election costs	6,000.00	525.00	0.00
Grass & Env projects	3,000.00	1,596.12	3,300.00
Chairman's allowance	100.00	0.00	100.00
Comm bldg. running	7,500.00	3,799.68	13,000.00
Redfield Hill Playpark	1,000.00	378.37	1,250.00
Miscellaneous	<u>1,000.00</u>	<u>151.90</u>	<u>1,000.00</u>
	<u>147,735.00</u>	<u>71,045.63</u>	<u>140,785.00</u>
CIL projects	-----	3,356.95	
IT Reserves		1,121.66	
Friendship & Exercise		1,675.00	
VAT		4,163.06	
Telephone Box Library		0.00	
Wicksteed Repair		7,374.55	

SERVICE	BUDGET 2023/24	INCOME TO 30.09.23	BUDGET 2024/25
Allotments	2,000.00	£124.00	2,000.00
Precept	121,632.00	121,632.00	125,393.00
Interest	1,100.00	0.00	600.00
Grants	1,500.00	1,500.00	1,500.00
Lettings	5,000.00	3,484.00	5,000.00
Miscellaneous	<u>1,000.00</u>	<u>263.00</u>	<u>1,000.00</u>
TOTAL	<u>132,232.00</u>	<u>127,003.00</u>	<u>135,493.00</u>
CIL		15,279.85	
VAT		6,269.72	
Friendship & Exercise		1,524.95	
Bus Shelter Insurance Claim		4,967.90	
Playpark Insurance Claim		8,683.46	
The Late John Martyn May		1,000.00	

NB: The precept for 2023/24 is set at £121,632.00.

166/23. 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 Chair with the addition of the following:-

D & M Property Maintenance	£45.00
South Gloucestershire Council	£1,140.80

The meeting ended at 20.34pm

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Chair