

WINTERBOURNE PARISH COUNCIL

PARISH COUNCIL MEETING

5 July 2021

P Kembery (in the Chair)

T C Bowles	(P)	P Kembery	(P)	
J Brain	(P)	T Jones	(P)	
R Climmer	(P)	D Marriott	(P)	
A Collins	(P)	H Whatley	(P)	
J Amos	(P)	C Watkins	(P)	
S Jenkins	(A)	M Newport	(P)	
M Goodman	(P)	N Labuschagne	(P)	P Dyer (A)

Evacuation procedure – leave via fire door and assemble in the car park – Noted.

Also in attendance: B Serjent, P Harwood and M Belsten.

36.07/21 - Apologies – Cllrs Dyer and Jenkins.

37.07/21 - Declaration of Interest Under the Localism Act
Cllrs. Jones and Labuschagne, South Gloucestershire Councillors.

38.07/21 - To approve the Minutes of the Parish Council Meeting held on 7 June, and the Extraordinary Meeting of 21 June – Approved.

39.07/21 - To note the Minutes of the Planning Committee meetings of the 7 and 21 June - Noted.

40.07/21 - To note the Minutes of the F&GP Meeting of 21 June – Noted.

41.07/21 - Clerk's Report and the monthly accounts up to 30 June.

All items on the Clerk's report were noted. The monthly accounts were approved. A query was raised as to whether Frome Valley has adjusted their costs to take into account the reduced mowing in Frenchay, due to the areas which have been left for wildflowers. It was agreed this would be taken into consideration when the mowing contract is next reviewed. It was also raised that the Zoom subscription can possibly be cancelled in the near future now meetings are being held face to face.

Matters Arising

Items for noting

A decision has been made to transfer the accounting system to Scribe. There will be a delay in producing any financial reports until the transfer from Sage is carried out.

The fitness instructor who has been using Frenchay Common for classes has been contacted and he has now sent a formal request for permission to use the area. Following discussion members agreed Parish Council assets such as the Commons, should not be used for a commercial enterprise. There are many different adequate premises in the Parish that can be hired for such classes.

Cllr Climmer has met with the person who requested the siting of a memorial bench on

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Hambrook Common and agreed a position for it. They will buy the bench and pay for the installation which the Parish Council will arrange.

Items for discussion

Residents in Cloister Road have requested some slow down for horses signs at each end of the road. P Harwood who lives in Cloisters Road attended the meeting to discuss this. She is concerned regarding the safety of the road for pedestrians and horse riders. She feels the speed limit should be reduced from 30mph which she considers is too fast for the area. This is a haven for wildlife and as there are no pavements it can be quite dangerous for walkers. There is also a lot of overgrown vegetation along the sides of the road which make it difficult if walkers need to stand to the side to avoid cars. Although there have not been any accidents recorded, there have been a lot of near misses. Any signs to be put up would be the responsibility of South Gloucestershire Council. Cllrs Jones and Labuschagne were requested to investigate what the costs would be for appropriate signage and to look at funding possibilities. They will also support P Harwood in her submission of a Highways Investigation Scheme Request form and Cllr Jones asked her to contact him if there are any worrying safety incidents and he will escalate them to the police.

Clerk will contact South Gloucestershire Council regarding the overgrown verges.

The solicitor recommended by our own solicitor to advise in the matter of rope swings etc was unable to provide any certain advice. Should a situation arise where the Parish Council was accused of being liable in the event of an accident, a decision would then be made according to the circumstances.

Having spoken to our insurance broker again, he is going to go back to the insurance company to see if he can get any more detailed advice.

The Parish Council has obtained 4 online quotes for the James 1 Shilling. One for £275 and the others for £100.

The detectorist has advised he received values for around £400. Members agreed for the Clerk to contact him to ask if he would be happy to pay the Parish Council 50% of the value so he can keep the coin as he would like it for his own collection. He has previously said he will be pleased to display it in the museum.

42.07/21 – To approve the Annual Standing Orders, Financial Regulations, Code of Conduct, Risk Assessment and Terms of Reference – Approved. Proposed by Cllr Amos and seconded by Cllr Watkins.

43.07/21 – Internal Audit Report

The internal auditor raised 4 issues:

- High Priority - To give urgent consideration to changing the accounting system to one more suitable for parish councils. This is already being actioned as the system is being changed to Scribe Accounts.
- Medium Priority – Cambridge long term Saver Account should be viewed as a fixed asset in the final accounts. Members concluded a savings account should not be classed as a fixed asset.
- Low Priority – A cancelled cheque was shredded. This should be crossed through and attached to cheque stub.
- Two paying in books used in the same month.
Both low priority points have been noted for future reference.

44.07/21 – Request for a memorial bench on Hambrook Common

A bench has been requested by a resident whose husband passed away last year who lived facing the Common. There is a concrete base where a former bench had to be

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T Jones
N Labuschagne

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removed, close to the war memorial. It was agreed this would be ideal and members approved the new bench.

45.07.21- Request for a children's party on Hambrook Common on 26 March 2022.

Permission has been requested to hold an outdoor party on the Common, to include gazebos, games and fairground rides. Members felt that not enough information had been received regarding the potential size of the party, or details of the activities. Clerk will contact the resident for further information.

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46.07/21 – Request from a local resident for further traffic calming measures around Whiteshill Common

A resident of Quarry Barton has contacted the Parish Council following a further accident close to the White Horse in Hambrook. He feels that extra traffic calming measures should be put in place in addition to the measures already agreed for the area around Whitehill Common/Worrells Lane. He has contacted South Gloucestershire Council who advised him to contact the Parish Council for the relevant support.

This section of road has very recently been the subject of a consultation which has resulted in agreement being made to reduce the speed limit from 40mph to 30mph. This has not yet been implemented but Clerk will advise the resident if he is not aware of this. It would be unlikely for another full consultation of the same area to be carried out in the near future.

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47.07/21 – Items from the Public

None.

48.07/21 – Items from Members

Cllr Climmer advised he and Cllr Jenkins carried out the risk assessments at Monks Pool and Bradley Brook and were concerned about an area by the riverbank in Bradley Brook.

Clerk will request the handyman to take a look and arrange for this to be fenced off.

Cllr Whatley advised BIRU are now using the car park by the museum and it has been tidied up. Once the Parish Council has taken over the land, we will need to ensure spaces are allocated to the Museum.

Cllr Labuschagne stressed that any road improvements undertaken by South Gloucestershire Council have to go through a process to be prioritised as resources will always be allocated to those projects deemed to be more urgent.

Cllr Brain queried why signs could not be quickly obtained, but Cllr Labuschagne stressed that whatever is implemented still has to be assessed and it is important to manage people's expectations.

Cllr Brain also asked if there was sufficient vehicular access to all the land in Frenchay we will be maintaining in case of any necessary tree work for example. It was confirmed there will be sufficient access for maintenance.

The Frenchay councillors, Cllrs Bowles and Jones and the Clerk had a meeting today at the Redrow site with Liz Brennan who is a South Glos Councillor for Frenchay and Downend. This was to refresh everyone regarding the outstanding issues at the site before the meeting with the Trust next week.

Meeting concluded 8.27pm