



Winterbourne

PARISH COUNCIL

PARISH COUNCIL MEETING 6 November 2023

P Kembery (in the Chair)

J Amos	(P)	P Kembery	(P)
F Arkley	(P)	J Kinsey	(P)
N Beebee	(P)	N Labuschagne	(P)
P Bruce	(P)	J Lloyd	(P)
A Collins	(P)	D Marriott	(P)
D Eldridge	(P)	L Fogg Rogers	(P)
M Goodman	(P)	P Sykes	(P)
S Hancock	(P)	C Watkins	(P)

106.11/23 - Evacuation procedure – leave via the fire door and assemble in the play area – Noted

107.11/23 - Apologies for Absence

None.

Also in attendance 3 members of the public.

108.11/23 – Declarations of Interest under the Localism Act 2011

Cllr Labuschagne, South Gloucestershire Councillor.

109.11/23 – Chairman's announcements

It was announced the Clerk has tendered her resignation and will be leaving at the end of January 2024. The Staffing Committee will meet to start planning the recruitment of a new Clerk/RFO.

The Hambrook traffic lights are now fixed which has helped ease some of the traffic problems in Winterbourne.

110.11/23 – Public Participation

Three members of the public attended to speak about the traffic problems caused by the building of the new Elm Park School.

It was noted that residents had not been informed regarding the recent installation of the temporary traffic lights and that over the whole build there has been a lack of communication regarding the activities of the contractors. It was felt there needs to be better management and clarification to the community.

Clerk will endeavour to contact the site manager.

There is also concern regarding possible future parking restrictions in the future. This will be assessed by SGC (South Gloucestershire Council) when the build is complete.

111.11/23 - To approve the Minutes of Council Meeting held on 2 October 2023

Resolved to approve.

To note the Minutes of:

Planning Committee Meetings held on 2 and 16 October - Noted

Finance and General Purposes Meeting held on 16 October – Noted

Clerk

112.11/23 – To answer questions from Councillors

Concern was raised regarding parking on the pavements on Flaxpits Lane by the shops. Most of the area in front of the shops is owned by them apart from around a metre width bordering the road. It was suggested there could be some sort of markings to show where it is safe to walk. Clerk to discuss with SGC.

A formal response has been prepared to the complaint raised previously by a member of the public regarding the practices carried out in the recent planting of Tuckett Field.

See Annex 2.

It was questioned as to whether parish councils are given advice by SGC regarding how much they can raise the precept. SGC do not advise local councils on this, it is up to each council to decide on the amount of precept they need. However, County Councils are restricted to a rise of no more than 2.99% and Winterbourne Parish Council normally would hope to restrict any rise to be within these limits. There is pressure to not raise costs too much in the current economic climate and Winterbourne Parish Council has always tried to be very careful with its budgeting to limit the cost to residents.

Several issues were raised at the last Community Conversations event. These included a possible zebra crossing on Flaxpits Lane, extra play equipment at the Recreation Ground, concern regarding overgrown brambles encroaching onto footpaths and pavements.

The Postmaster in Winterbourne has requested a sign to direct customers to the Post Office from the main road. There is a charge to apply for a sign from SGC whether successful or not. Cllr Marriott will speak to the Postmaster to see if he wants to pursue this.

The Clerk and a couple of councillors attended a meeting at Frampton Parish Council regarding youth provision. This will be discussed at the next F&GP meeting.

Cllrs Fogg Rogers and Hancock will try to implement a system for bags of rubbish collected by volunteer litter pickers to be collected from the Greenfield Centre by SGC.

It was raised as to whether any further consideration has been given to a Council WhatsApp group but this is not be recommended due to any potential FOI issues.

113.11/23 – To receive and consider the Clerk's Report

All items on the Clerk's Report were noted.

There is a meeting of the Hambrook Commons Committee on the 27th November, at the Sports club. It was suggested that one of the Councillors will take minutes which can be reported back to the Council.

Cleve Archers are finalists in the Rural Community Business Awards for the work they have done at their clubhouse in cutting emissions. They have installed an off grid solar system to provide their electric and are looking in the future to also install a small wind turbine, for which they may request some grant funding.

SGC has advised that due to financial pressures they will be cuts to the grant awards schemes.

From 1 April 2024 the Area Wide Grant Funding will cease. From 1 April 2024 the member Award funding will be reduced from £3k per member to 1k for one year, and then cease completely from 1 April 2025.

There is an online meeting on 16 November regarding the South Glos Council budget and Council plan. Members have been forwarded details if they wish to join.

South Gloucestershire Consultations are also currently running with regard to:

- The Council Budget
- Delivering Savings in the library services
- Changes to late night street lighting
- Waste less and recycling.

Details of how to comment have been circulated.

Clerk

D Marriott

114.11/23 – To consider recommendations from the Finance and General Purposes Committee

To approve the following grant request:
Winterbourne Sports Association - £1101.90

Resolved to approve.

To approve the updated Financial Regulations.

Resolved to approve

115.11/23 – To consider and approve the Standing Orders and Risk Assessment Standing Orders - **Resolved** to approve

Risk Assessment - **Resolved** to approve with the amendment of the risk for the receipt of the precept being amended from Low to Medium.

116.11/23 – To consider and approve the Terms of Reference for the Councils committees

Resolved to approve

117.11/23 – To approve the accounts for September and October and the bank reconciliations.

Resolved to approve the accounts and bank reconciliation for September. The bank reconciliation for October was deferred until the next meeting.

118.11/23 – To consider the accounts for April to September against budget

Resolved to approve.

119.11/23 - To consider the External Audit report for 2022 - 2023

The comments from the external auditor were:

The Agar was not accurately completed before submission for review:

This was because the same figure was put into 2 boxes in error.

Prior figures were restated in the current year Agar but restated was not written on the Accounting Statements.

The Conclusion of Audit was received back from the Auditor after the deadline for publication on the 30 September . Accordingly, it was published later than required.

120.11/23 – To consider the approval of invoices for payment, together with any invoices received since publication of the Agenda.

The invoices were checked for payment by 2 councillors.

Resolved to approve.

See Appendix1

121.11/23 – To consider road names for new housing at Lower Hambrook

Resolved to propose the historical names of Bayly and Mulgrove. Also to propose Ferguson following Liz Ferguson's incredible hard work in researching the names on the Hambrook War Memorial. Clerk will contact Liz to ask permission.

122.11/23 – To consider the planting of new trees on Hambrook Common

The proposal for the new trees has been drawn up with the assistance of Neil Gazzard from SGC. An application will be made to the Forest of Avon Trust for free trees.

Resolved to approve.

123.11/23 – To consider applying for a South Gloucestershire Grant for the greening of the High Street.

Cllr Hancock provided details of proposals for planters to be acquired to be placed in the vicinity of the shops on Flaxpits Lane.

Resolved to agree an application will be made and match funding can be provided.

L Fogg Rogers

S Hancock

124.11/23 – To consider agreement for the continuation of the Community Conversations events and how the Parish Council should best consult with the community in the future

It was agreed the events are proving useful and that different venues in different areas of the Parish could be used to attract different residents.

Resolved to approve with an additional £100 to be made available up until the end of this financial year.

125.11/23– Any other item considered urgent by the Chairman *(Members are reminded that an urgent item is one which requires a formal decision by Council which cannot possibly wait until the next meeting).*

None

Meeting Concluded 8.50pm