Oldbury on Severn Parish Council

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Minutes of the Meeting of the Council held in a hybrid format on 7.00pm on Tuesday 1st March 2022 at The Memorial Hall, Camp Road, Oldbury-on-Severn, Bristol BS35 1PR and via Zoom

Present in the Hall: Chairman Cllr Keith Sullivan, Cllr Sheila Bedford, Cllr Matthew Riddle, Cllr Chris Jennings

Parishioner's present in the hall: Parishioners Clive Witter and Steve Wright

Present on Zoom: No attendees

Clerk: Victoria Bailey

1. To receive apologies for absence

Absent with apologies: Cllr Dylan Griffiths

Absent without apologies: Cllr John Cornock

2. To receive agenda declarations of interest and dispensation requests

MR: Declared an in the traction engine event

CJ: Declared an interest in the planning application Orchard Cottage

3. To approve minutes of the previous Full Council meeting held on 04/01/2022 and reconvened on 13/01/2022 (paper 1) **and a Special Meeting of the Full Council 22/02/2022** (paper 2)

Paper 1: Proposed CJ; seconded SRB

Paper 2: Proposed SRB; seconded CJ

All in favour of Paper 1 and Paper 2

4. Public Forum

Steve Wright and Clive Witter spoke in the public forum in regards to revised plans submitted on Orchard Cottage planning reference P21/01986/F on 08/02/2022. SW and OPC objected and the

SGC planning officer felt the plans were not significant enough to put it out for consultation again: SW explained his reasons why he felt this was a mistake. The planning drawings on the SGC online portal were presented; SW and CW explained their concerns over the movement of the boundary wall, decking/ balcony overlooking SW's garden, change of roof colour from the original plans submitted (was green now blue), the effect on the street scene. CW suggested changes that could be made to the plans that would make it more appealing. SW said SGC had agreed the plans were out of keeping with the street scene. Councillors agreed to discuss in the planning section of the agenda.

Ian Knapp, as a member of the public spoke on his concern over the tidal swell and suggested places water could be drained back into the rhine. IK suggested gates in The Anchor car park.

Action
VB to add 'Flood water drainage back into rhine's' on next FPC agenda

5. Chair's Report (paper 3)

All had read KS's report and he was thanked for his work.

6. Parish Council Administration

6.1 To vote on the co-option of Laura Day as a Councillor
Proposed MR; seconded CJ. Unanimously co-opted as a councillor.

Action
VB to send policies to LD and book her onto training courses. LD to sign 'Declaration of Acceptance' at next Full Council meeting 03/05/2022

6.2 To agree to use both the pavilion and playing fields on Sunday 5th June 2022 for the Queen's Platinum Jubilee celebrations

All in favour of using the Playing Fields from 11am to early evening

6.3 Update on Queen's Platinum Jubilee Committee (Cllr Matthew Riddle)
MR update Councillors on plans for the Jubilee.

6.4 To approve subject to hire terms and conditions a traction engine event to be held on the playing fields (to be approved by Cllr SRB, VB and IK)

CJ supports in principle although would like more details; KS raised concern over the amount of water needed for the engine's during the event. SRB concerned over the 12 people camping overnight and would like further details before making a decision. CJ suggested it becoming a fundraising event but KS said that was a separate issue; the request was for a few enthusiasts to gather with their engines.

Action
SRB to liaise with Bryan Pearce to gather information on the event.

6.5 To note the retraction of the offer to clean the pavilion from Lisa Riddle and that Elite Hygiene will continue their services (Cllr Sheila Bedford)

Noted; discussion on the loss of the £1600 which would have been saved if LR was cleaning. CJ requested to see Elite's contract.

Action
KS to send CJ Elite's cleaning contract
VB to amend PFC and OPC budgets to reflect this

6.6 To note the Referendum on the Adoption of the Neighbourhood Plan for Oldbury Neighbourhood Planning Area on 31/03/2022 (paper 4)

Discussion on location of the referendum as this was not clear on the polling cards

Action
VB to contact Electoral Service's and inform Councillors of the venue the referendum will be held in

6.7 Update on the damaged bridge over the rhine on Chapel Road (Cllr Keith Sullivan)

Discussion on condition and lack of information on who owns the bridge. MR and KS had been in contact with workmen are awaiting quotes. LD offered to help as she works with a steel fabricator; CJ suggested a joint site visit to assess what needs to be done.

Action
KS to continue to get quotes MR to ask LSIDB and SGC for any information they have CJ and LD to meet at the bridge to assess it's condition and report back if they obtain a quote to Full Council in May

6.8 To set a date for a working group to discuss a contract for the Busy Bee's July rent review

Decided a date would be decided upon by PFC working party then once they have suggested a date VB to circulate to all councillors.

7. Finance

7.1 To note the budget statement (paper 5)

Discussion over the presentation of this 'flexed' budget. KS would like to meet with VB to see if this is necessary to present to Full Council.

Action
KS and VB to meet and discuss 'Flexed Budget'; VB to clarify usefulness with Internal Auditor

7.2 To note receipts (paper 6) totalling £580.78

Unanimously approved; Councillors would like a clearer booking procedure between OPC and PFC.

7.3 To approve and note payments from 21/12/2021 to 21/02/2022 totalling £2,564.44 (paper 7)

Unanimously approved without further comment

7.4 To note bank reconciliation (paper 8)

Unanimously approved without further comment

7.5 To agree to pay additional £52.40 to Barcan Kirby for the land registry of The Memorial Hall (see paper 9) (Cllr Chris Jennings

Agreed; all approved

7.6 To agree to purchase a desk microphone and webcam up to the value of £250 to ensure OPC meetings are inclusive for all Councillors and to enhance the quality of hybrid meetings

It was decided there is need for to purchase a microphone as the Memorial Hall already has one available for use. Decided to 'rain-check' buying a webcam as meetings are increasingly going back to face to face.

7.7 To agree to purchase an Oldbury on Severn Parish Council telephone (under £100 one off purchase) and enter into a contract at under £10 per month

Proposed SRB; seconded MR

7.8 To note that Clerk has submitted a VAT refund request of £1,103.82 and is awaiting receipt

Noted

7.9 SGC have confirmed they have accepted our precept request of £17,595

Noted

8. To agree to pay Clerk 11 hours overtime due to the workload not allowing time off in lieu to be taken, totalling £114.84 on hours worked in February

Proposed SRB; seconded MR

9. Planning applications

9.1 To note planning applications **Cllr Griffiths**

Oldbury Parish Council reserves the right to decide on a response to a planning application and submit that response should it appear after the publication of this Agenda. The most up to date list of planning applications are found on https://beta.southglos.gov.uk/search-planning-applications/

Reference	**Location/ Address**	**Details of application**	**OPC Response**
P21/08045/F	Stoneford, Camp Road Oldbury On Severn South Gloucestershire BS35 1PR	Erection of two storey rear extension and raising of roofline to facilitate the formation of first floor living accommodation. Installation	Object

		of 3 no. front dormers and alterations to the front door arrangements	

Note: The response to Stoneford was previously agreed at a Special Planning Meeting (paper 10)

It was decided to re-comment on Orchard Cottage reference P21/01986/F on the following grounds:

1. Concern over the height of the building
2. Building materials are incongruous with the street scene
3. Potential lack of solar panels and electric car charging points; within Oldbury on Severn's Strategic Plan it is preferred that new buildings in the area are as energy efficient as possible
4. Oldbury Parish Council disagree that changes to the application are insignificant and felt it should have gone out for consultation again

10. To note SGC Decision notices & other planning matters received

Reference	Location/ address	Details of application	OPC response	SGC Decision
P20/20424/F	Fishponds Cottage Kington Lane Thornbury South Gloucestershire BS35 1NH	Erection of two storey rear extension to form additional living accommodation.	No comment	Finally Disposed of
P21/02370/PND	Orchard Cottage Oldbury Naite Oldbury On Severn South Gloucestershire BS35 1RU	Prior notification of the intention to demolish Orchard Cottage.	Not requested	Prior Approval Granted with Conditions
P20/06185/F	Land North Of St Arildas Church Church Road Oldbury On Severn South Gloucestershire BS35 1QG	Change of use of land from agriculture to cemetery as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) with partial hedgerow removals, landscaping and associated works.	No comment (note: MR declared an interest)	Approve with Conditions
P21/04437/PNGR	Naite Farm Oldbury Naite Oldbury On Severn South Gloucestershire BS35 1RU	Prior notification of a change of use from Agricultural Building to 1no. residential dwelling (Class	No comment (note: MR declared an interest)	Prior Approval Granted with Conditions

		C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).		

11 Flooding & Planning Committee

11.1 To note the draft minutes of meeting held on 19/01/2022 (paper 11)

Approved without comment

12. Neighbourhood Development Plan committee

12.1 To receive committee report

Received; KS thanked BT for his work

13. New Nuclear Build Committee

13.1 To receive Site Stakeholder Group report

Unable to receive this; Malcolm Lynden not present

13.2 To note the draft minutes of NNB meeting held on 09/02/2022 (paper 12)

Approved; KS added he was happy with the minutes

14 Communications committee

14.1 To note the draft minutes of the Communications committee meeting held on 13/12/21 (paper 13)

SRB said the minutes were as printed; minutes approved.

KS concerned about the website not appearing in Google searches; discussion on the visibility of the website on various search engines. SRB will speak with RD about his progress on this.

Action
SRB to liaise with RD regarding website visibility

15. Playing Fields committee

15.1 To note minutes of meeting held 18/01/2022 (paper 14)

Minutes approved. Discussion on PFC's spending; IK felt disappointed to wait for so long for feedback on the installation of the new window. CJ explained OPC didn't want to proceed with the new window until the survey had been fully reviewed by Councillors; it has now been and IK can install a new window. It was discussed further that although the PFC has a budget of spending up to £500.00 all payments must first be approved by the PFC to be authorised before anything is spent.

16. Highways & Road Safety

16.1 To note minutes of RSC meeting held on 26/01/2022 (paper 15)

Minutes noted; CJ will 'go back to the drawing board' and find a more realistic quote for the planters as some Councillors voiced concern over their cost. KS suggested wooden planters; CJ wants to stick with a strong durable plastic. CJ to take back to RSC for discussion.

16.2 To decide on whether to support an Investigation Scheme relating to Sweetwater Lane (Cllr Matthew Riddle)

MR has put the paper forward; SGC want to see more support from Oldbury on Severn Parish Council when moving things ahead. Issues include cars going too fast and not having time to stop; issue is speed more than volume. Concern over Satnav's taking people in school holidays and when the motorway is shut along Sweetwater Lane. Speed limit currently 60 mph; would like to see this reduced. CJ offered free '20 is plenty' wheelie bin stickers. CJ and MR agreed to discuss further outside of the meeting.

16.3 The potential closure of Sweetwater Lane to cars, vans, lorries (but not pedestrians, cyclist or horse riders). Papers 16 and 17

SRB stated she was not in favour of closing the road and believed chevron's and signs would work better. KS felt it was lorries who posed the biggest problem. CJ will discuss further with RSC.

17. Memorial Hall

17.1 Update on Memorial Hall

CJ reported that 15 people came to the AGM. The Lottery Grant has come back to the Memorial Hall and asked more questions regarding the budget for proposed work; the Memorial Hall have asked for £145,000 which includes £12,500 for the floor and £8,000 for the soft furnishings and £15,000 contingency. The Memorial Hall will contribute between £25,000 and £30,000. CJ would like Oldbury Parish Council to commit to spending up £12,500 on the floor if there is an overspend of the budget.

17.2 To decide if the Parish Council would (see paper 18 for further details)

a) Would be prepared to fund any overspend on the new floor for the Memorial Hall after the Lottery Grant

b) Alternatively for Oldbury on Severn Parish Council to agree to pay entirely for a new floor in the Memorial Hall up to the value of £12,500

MR supports both options above; as Oldbury on Severn Parish Council has high reserves. KS strongly disagreed and felt the Memorial Hall should pay for its own floor as it has enough money to do so. CJ responded their £25,000 to £35,000 is earmarked for improving disabled access and toilet facilities and that the Parish Council are the trustees of the hall. KS voiced his concern that the council contribute a lot to the hall, including insurance, paying legal fees and the phone line, and that excess money should be directed to the Pavilion which is in greater need of it. KS said that should Parish Council money run low it cannot apply for grants whereas the hall can; we must be mindful of how the precept is spent.
SRB suggested the following comment 'Oldbury on Severn Parish Council would be happy to financially support the hall with flooring in principle' as it meant that should things change at a later date this decision could be reviewed in greater detail.
A vote was cast on this position;
For: CJ, MR, LD, SRB
Against: KS

Decision to support statement and position put forward by SRB.

18. Strategic Plan
18.1 Update on Strategic Plan (paper 19)
No report
18.2 Verbal report on tree planting
CJ stated the plans were to plant them on Cowhill and The Naite.

19. Severnvale Flooding Defence Group
19.1 Update on SFDG
BT had nothing further to add to his written report.

20. Review of actions (not previously covered)

MR will send a link to the Local Plan for LD and CJ to submit a response to by OPC.

21. Consultations and Correspondence

- Keep Britain Tidy Great British Spring Clean; decide whether to take part (paper 20)
  Decided not to participate
- Severn Estuary Spring Clean 2nd – 10th April 2022; decide on whether to take part (paper 21)
  It was suggested Cllr John Cornock take this on; VB to contact JC if he would like to co-ordinate this.

22. Any minor matters (not requiring a decision) or items for the next agenda

None

23. Close of meeting

21.45

Next meeting Tuesday 3rd May 6.30pm.

Attachments:

Paper 1	Minutes of previous council meeting held on 04/01/2022 and reconvened on 13/01/2022 (Paper 1)
Paper 2	Special Meeting of the Full Council 22/02/2022
Paper 3	Chairs Report
Paper 4	Referendum on the Adoption of the Neighbourhood Plan for Oldbury Neighbourhood Planning Area
Paper 5	In year budget statement
Paper 6	Receipt statement from 21/12/2021 to 21/02/2022
Paper 7	Payments from 21/12/2021 to 21/02/2022
Paper 8	Bank reconciliation
Paper 9	Barcan Kirby for the land registry additional fee
Paper 10	Special Planning Meeting re: Stoneford
Paper 11	Flooding & Planning Committee Minutes 19/01/2022
Paper 12	New Nuclear Build Committee Minutes 09/02/2022
Paper 13	Communications committee Minutes 07/02/2022
Paper 14	Playing Fields committee Minutes 18/01/2022
Paper 15	Minutes of RSC meeting held on 26/01/2022
Paper 16	Sweetwater Lane – email correspondence
Paper 17	Sweetwater Lane SGC information
Paper 18	New Memorial Hall floor
Paper 19	Strategic Plan
Paper 20	Keep Britain Tidy Great British Spring Clean
Paper 21	Severn Estuary Spring Clean 2nd – 10th April 2022