Oldbury on Severn Parish Council

Clerk/RFO: Mrs Sarah Bodmer
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Minutes of the Full Council Meeting held on
5 August 2024 @ 7pm at The Pavilion,
Westmarsh Lane, Oldbury-on-Severn,
Bristol BS35 1QD

Present

Chairman Sheila Bedford (SRB), Cllr Ian Knapp (IK), Cllr Laura Day (LD), Cllr Kevin Evans (KE), Cllr M Riddle (MR)

Clerk Sarah Bodmer (SB)

19.00 Commencement of the Full Council Meeting

1. Apologies for absence

Apologies were received from Cllr K Warrender (KW), Cllr C Jennings (CJ) & Cllr D Heape (DH)

2. To receive agenda declarations of interest and dispensation requests

Council did not receive any declarations of interest

3. To approve Minutes of the previous Council meeting held on 2 July 2024,along with the Minutes of the Memorial Hall Trustee meeting held on 2 July 2024 &Minutes of the Extraordinary meeting held on 9 July 2024

Council approved the Minutes which were duly signed

4. Correspondence – no correspondence was received prior to the circulation of the Agenda. Post Agenda circulation an email dated 1

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August 2024 was received, it wasagreed by the PC this correspondence is to be passed to Cllr Knapp to address at the next Playing Fields/Pavilion meeting. The correspondence confirms the cancellation of the hire of the Pavilion, as the hirer was unhappy that children's posters remained on display and felt this would distract from the meeting.

5.Matters arising from the previous Minutes not included in this agenda

5a. Update on Letter to Wessex water – email received dated 5 August 2024 from Cllr Heape confirmed in progress – to be carried forward to the September 2024 meeting.

5b. Caravans on the highway – the Clerk has emailed SGC Enforcement team in July 2024, no response received to date. **CLERK ACTION** a follow up email to be issued.

6. Public Forum

No members of the public were in attendance

7.Urgent Business

A resident at the Bromford Property no 2, adjacent to Westmarsh Lane has raised concerns with Cllr Knapp about overgrown brambles growing into his garden that he believes are no longer maintained by the Council. **Action Cllr M Riddle to take forward.**

8.0 Finance and Procedures

The Council approved the bank reconciliation and budget analysis for the period ending 25 July 2024
The Council approval of the July 2024 payments
The Council approval of the July 2024 receipts
The Council signed off the bank reconciliation for the period 1 July 2024 to 25 July 2024

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Finance – Council received an update on the preparation and updating of a revised expenditure and receipts spreadsheet for budget analysis - thanks noted to Cllr C Jennings and his son for work on the Excel Finance spreadsheet.

Finance - Council noted receipt of the payment of cricket club utilities payment of £1310.00 on 1/8/24.

PAYE - The Council had previously received a paper for consideration regarding changing how the PC deals with PAYE – **ACTION Clerk** to circulate the email communication providing guidance from Simon Banks (SGC Monitoring Officer)- Councillors to inform the Clerk if this information is sufficient or if required additional questions can be raised with Simon Banks. Council decision on instructing a company to deal with PAYE – to be carried forward to September 2024 meeting noting a preference for a contract for this service to be put in place.

Rent review for the Pavilion Council received a Proposal to increase rent to £6.00 per hour for Busy Bees from September 2024. Aim of this proposal is for the rent charged to be in line with other Pavilion hall users. Cllr K Evans - Proposal the council is minded to raising the rent to £6ph from September 2024 and there will be a discussion with Busy Bees to see if this is agreeable - Seconded by Cllr M Riddle **ACTION Cllr Evans – meeting with Busy Bees**

Information removal from personal laptop Council received details council information is stored on a laptop owned by Keith Sullivan to be retrieved and added to a memory stick @ a cost of £20ph max cost £60 - Cllr S Bedford requested approval and this was given by the PC.

Conflict of interest form BDO LLP Council received this form from the external audit BDO LLP in connection with the AGAR – form signed by the Chair to confirm no conflict of interest.

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9.0. Planning

The Council received a list of applications, approvals and rejections – a concern was raised about the effects on green belt land in connection with application references **P24/01570/F & P24/01749/PNA**
ACTION Clerk to liaise with Cllr Riddle to feedback the PC concerns.

Report on the Village Plan – awaited from Cllr KW – carried forward to September meeting

10.0. Playing Fields Report - Cllr I Knapp

Update on kitchen and toilet refurbishment plans - Cllr I Knapp confirmed to the PC this can be fitted&installed in the next few weeks, for a cost of £400 plus VAT.
PC to provide and maintain the facilities.

Cllr Knapp confirmed to the PC these reports Playing Fields Safety Checklist /ROSPA safety report will be further reviewed and report back to the PC at the September 2024 meeting.

Council received for information only confirmation the fire alarm is scheduled to be installed on 8 August 2024

11.0. Road Safety Report

The following paper was provided to the Council and accepted without comments. The PC noted a Councillor is required to volunteer to take

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forward representing the Road Safety committee – carried forward to September meeting

Road Safety Report August 2024 – Cllr Jennings

The VAS is still on Kington Lane and is still recording a reduction in the speed that people drive through the Hamlet. The last set of readings recorded about a 33% reduction in people travelling over 30mph.

I have purchased a chain and padlock to secure thetripod as and when we put it on the highway.

It will be move to the bottom of Mumblies Hill w/c 29th July.

There have been a number of potholes filled on Kington Road largely due to the perseverance of Steve Freke who constantly contacts the Council for the repairs to take place.

The 'layby issues' have been logged with SGC by The Clerk

12.0. Communications Report - the Councillor Vacancy form has been added to the noticeboards.

13.0. New Nuclear Build - Cllr C Jennings

The following report was received and noted without comments.

New Nuclear Build August 2024 – Cllr Jennings

The major event was the result of the General Election and we must wait and see what the new Government strategy is for Nuclear development.

14.0 General Purposes

14a. Council received an update on the Cricket club/payments/lease - terms of lease to be transparent and shared with Councillors with a meeting held to discuss the Cricket club requested changes to the lease.

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Attendees to be Cllr Bedford, Cllr Riddle and Cllr Knapp. A paper to be prepared with details of what the Cricket Club would like to proposeregarding the lease to be presented at the September 2024 meeting for consideration of a decision by the PC. The Cricket club request is to change the existing lease. **ACTION Value** of the lease to be circulated by Cllr Bedford.

Receipt confirmed of £1310 on 1/8/24 for backdated Cricket club Water and Electricity utilities.

15.0 Drainage

Drainage and Water Management Report July 2024 – Cllr M Riddle

1. July's rainfall was similar to last year's and slightly higher than the average.

1. The Lower Severn Internal Drainage Board's (LSIDB) Oldbury Pumping Station has now had one of its three pumps repaired and it has recently been re-installed. The electrical work connected to this repair will be completed soon. The LSIDB is completing its annual rhine weed cutting programme through the parish, to keep up good rates of drainage out into the Severn.

   I attended the recent meeting of the Gloucestershire Severn Estuary Stakeholders at Epney. A range of issue were discussed, and updates given by the Environment Agency (EA) and LSIDB. The group is looking for funding to help fund their meetings and with the administration of the group outside of meetings, and I propose we donate £50 a year.

Proposal Cllr Riddle for the PC to donate a one off payment of £50 to help fund meetings /administration of the group. Seconded Cllr I Knapp – **ACTION Cllr Riddle - invoice to be sent to the Clerk**

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1. I am meeting the Chair of the Severn Estuary Coastal Group from the EA at the end of August to discuss a range of issue including the condition of the local riverbanks.

16.0 Emergency Planning No paper received

17.0 Village Agent - Cllr C Jennings

Report received with no comments

Village Agent August 2024 – Cllr Jennings

Please see the communication form the Village Agent Elizabeth Woodland

There is a meeting outlined below, I can't attend but Matthew has said he will represent Oldbury, not sure if anyone else would like to attend?

At a meeting with a village hall committee in Severn Vale it was decided that it would be useful for village hall representatives to have the opportunity to get together to exchange issues and successes. To this end I am inviting village hall representatives to the Severn Vale Steering Group for the Village Agent on Thursday 8th August at 2.00 in Littleton upon Severn Village Hall.

Please see the following notes that have been circulated via Matthew's email list and put on the website.
A Note from your Village Agent

If you or a member of your family are having difficulty getting around your home you can request an occupational therapy assessment.
The occupational therapist will assess your needs and consider your circumstances. They will suggest different techniques, specific equipment or adaptations you can make to your home.

To refer yourself to occupational therapy call Adult Care on 01454 868007 between 8.30am – 5pm Monday to Thursday, 8.30 – 4.30pm Friday.

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A Note from your Village Agent

Home Upgrade Grant

I know it is summer! but it's a good time to get prepared for the winter and reduce your heating costs

This scheme is for households which:

Are in South Gloucestershire
With no mains gas heating
Own or privately rent an inefficient home (EPC: D, E, F or G)
Have a combined household income of under £36,000 per year

This scheme will provide:

Expert surveys, reports and recommendations for your home
Fully-funded energy-saving upgrades
Improvements such as insulation, heating, renewables
Support for you and your household at each step

Call 0800 500 3076 or contact me for further details

Kind regardsElizabeth Woodland

A Note from your Village Agent

If someone has called you and you think they are trying to trick you into handing over money, personal details or transferring money to keep it safe, STOP and call 159. This is a safe secure way to contact your bank and speak directly to them. Phoning this number rather than the one on the back of your card clears the line and stops the fraudster impersonating your bank.

If you would like any more information please contact me.

Kind regardsElizabeth Woodland

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Avon Fire and Rescue Service provide free Home Safety Checks to people who may be more at risk of having a fire in their home.

The prearranged visit includes a fire safety check and advice on how to stay safe from fire. They will fit any necessary smoke alarms free of charge.

To request a Home Fire Safety Visit please call Avon Fire and Rescue direct on 0117 926 2061

18.0 Memorial Hall update – Cllr C Jennings

Memorial Hall Report – August 2024 – Cllr Jennings

We have not been successful at getting a grant from the National Lottery below £20,000 fund to finance the floor upgrade. We are looking at other funding streams.

One issue is the fact some deadlines are very tight which precludes me from applying if I have to get authority each time so I would like to request.

That the Parish Council are happy for me to apply for grants to improve the Hall without asking the PC for authorisation each time, so long as I keep the PC up to date on each application. Many of the applications have to be through the PC as 'they' own the building so I would be applying on behalf of the Council.

Please can the PC vote on this request, therefore giving me greater opportunity to get funds.

Report received with no comments.
Proposal from Cllr Riddle - PC asked to approve that the Memorial Hall may make grant applications without seeking prior approval in advance from the PC. Seconded by Cllr I Knapp - **ACTION Clerk to confirm to Cllr Jennings to confirm.**

19.0 Site Stakeholder Group (SSG)

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SSG Report August 2024 – Cllr Jennings Report received with no further comments.

Please see the attached report concerning a meeting between the NDA and the SSG chairs and vice chairs .This is an annual meeting where the senior management of the NDA meet the SSG representatives, and both sides can review progress etc. This was more relevant than normal as the focus of the SSG is being reviewed.

Both Matthew and myself are due to have a tour of the Oldbury Power Station in the middle of August.

Recently the Army have been undertaking some formal exercises within the curtilage of the site as part of their training.

20.0 Parish Property – Cllr M Riddle

Council received the Tree report and recommendations from Cllr Riddle

Cllr Riddle reported a dangerous rotting tree - tree report from 2022 referenced it needing work.Cllr Riddle - Proposal tree 9 detailed in the 2022 report to be removed **ACTION** Cllr Riddle to obtain 3 quotes then present back to PC @ the September meeting.

21.0 D Day Committee Report – No update to report

22.0 Any minor matters not requiring a decision or items for the next agenda

A Resident has raised concerns re the village white stones – these have been sprayed by Cllr Riddle – waiting for this solution to take effect.

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Dog waste bin location in Westend Lane - position still to be decided on with a meeting to include Cllr Bedford/Cllr Heape and Cllr K Evans

The Sailing club bin is overflowing and PC need the frequency of collection/which day is the collection and is there an option to increase the bin capacity. **ACTION Clerk to liaise with Streetcare**

Confirm date of next meeting – Tuesday 3 September 2024

Council agreed to hold the November 2024 meeting on 4 November 2024, rather than 5 November.

Meeting closed at 8.50 pm

BMBedford
3/9/24