Oldbury on Severn
Parish Council

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Minutes of the Full Council Meeting held on
2 December 2024 @ 7pm at The Pavilion,
Westmarsh Lane, Oldbury-on-Severn,
Bristol

Present

Chairman Sheila Bedford (SRB), Cllr Ian Knapp (IK), Cllr Laura Day (LD), Cllr Kevin Evans (KE), Cllr M Riddle (MR), Cllr C Jennings (CJ) Cllr D Heape (DH)

Clerk Sarah Bodmer (SB)

Cllr L Day arrived at 8pm

Presentation 19:00

The Parish Council received a riverbank & flood risk presentation from Mr Barry Turner. The presentation has been circulated to all Councillors and added to the OPC website.

19.30 Commencement of the Full Council Meeting

1. Apologies for absence

No apologies received

2. To receive agenda declarations of interest and dispensation requests

Cllr Riddle & Cllr Jennings declared an interest on the Oldbury Power Station planning application as they receive an honorarium from the NDA/NRS who are the owners of the site, as they are Chair and Vice Chair of the Site Stakeholder Group respectively.

Cllr Riddle -Naite Farm dog kennels planning application. Friend of applicant.

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Cllr K Evans declared an interest in respect of the planning application at Holly Tree Farm

3. To approve Minutes of the previous Council meeting held on 4 November 2024

Council agreed to defer approval of the Minutes of the 4 November 2024 meeting. Cllr Jennings requested to add to the Minutes a review of the cost of hiring the Pavilion for occasional hire was requested to be included on the next Agenda, with a view that £6 per hour is not reflective of the work undertaken at the Pavilion and improved facilities.

ACTION Clerk to amend the 4 November 2024 Minutes and recirculate

4. Correspondence

4a. Council received a copy of a letter, drafted by Oldbury residents Mr & Mrs Strong, sent to Wessex Water, regarding flooding and sewage leaks at their property.

Mrs A Strong attended the meeting and explained the sewage issues experienced at her property with the recent heavy rain. Wessex Water are involved in sealing the chamber however the ground water is still an issue, with the field water run-off. Council agreed the issue may impact other Oldbury residents in the future if a solution is not found.

ACTION Cllr Bedford – to arrange a multidisciplinary meeting with proposed attendees to include the drainage board, Wessex water, Chair and Vice Chair of OPC, along with Mr and Mrs Strong.

Council received an update of a site meeting due to be held on 5/12 @ 10am with Wessex Water with Mr and Mrs Strong. Cllr Bedford & Cllr Evans to attend, along with Cllr I Knapp. Council agreed an emergency contact number for Wessex Water, to be used in the event of heavy rainfall leading to surface water and potential sewage back up is key to helping deal with the situation when they arise.

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Public Forum - Councillors agreed to move the Public Forum part of the agenda forward to follow the correspondence section.

Cllr Jeremy Warren, from Aust Parish Council presented an update on EDF Salt Marsh.

Council received an update on EDF Salt Marsh plans, potentially impacting the village of Littleton on Severn and how this could also impact Oldbury residents. The background provided is the power station at Hinkley Point is implementing a change. The Acoustic Fish Detergent (AFD) which was part of EDF's agreed planning permission, they are now applying to change, dropping the AFD and in mitigation adding salt marsh.

It is proposed, to mitigate for the fish that will be killed by the acoustic fish detergent ceasing, the solution is to find new locations for salt marsh – 800 acres of new salt marsh habitat is the planned way forward.

Council noted in the presentation flat land and low populated areas are desirable with 4 areas selected, of which one is Littleton on Severn. The plan to flood the land will have an impact on farmers and flood defences.

It was highlighted removing the flood defences at Littleton on Severn has the impact of potentially increasing the pressure on flood defences at Oldbury on Severn. A recommendation for locations will be known by 9 January 2025, with a consultation process to follow.

The appeal to Oldbury on Severn residents is to engage with Littleton on Severn but Council agreed the first steps are a village meeting to raise awareness of this issue. Next Steps are a Parish meeting to be arranged with an open invitation to Oldbury parishioners, with Cllr Jeremy Warren to attend and present the information to parishioners.

ACTION Cllr Bedford to add to 4ward advertising a mid-January Village meeting in the early January edition of 4ward.

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5.Matters arising from the previous Minutes not included in this agenda
5a. Council received an update from the Clerk on the 2 Councillor vacancies. Council noted the second vacancy is currently shown on the OPC website news desk, until the deadline of 13 December 2024. If there is not a request for an election after this date SGC will confirm the PC may proceed to co-opt. The deadline for the first vacancy has already passed and SGC have confirmed co-option may proceed.

Council received an update there are 5 prospective Councillors who have expressed an interest in the 2 Councillor vacancies following the advertisement in 4Ward.

Council agreed the next steps, in line with recruitment process guidance, is to arrange a meeting for informal chats to be held with each of the prospective new Councillors. This meeting is to take place on Monday 13 January 2025, starting @ 7pm with a 20 min timeslot for each prospective new Councillor. Council agreed any existing Councillors who can attend will do so to meet the candidates and a set of questions will be agreed prior to the meeting for consistency.
ACTION Clerk to send invites to the 5 prospective new Councillors for 13 January 2025 meeting.

5b. Council received an update from Cllr M Riddle on the caravans located in the lay-by -SGC update. The single caravan has been removed from this location. The update on the other vehicle is that SGC were looking into the welfare of the individual – a further update is awaited from SGC. **ACTION Cllr Riddle to update the PC at the next meeting.**

7. Urgent Business

7a. Council received an update from Cllr Riddle on the request to SGC for 'no vehicular access signs', following concerns raised about lorries accessing Haw Lane and Ham Lane.

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Council received an update on access to Ham Lane - vehicles can go up the lane as far as until it splits off to a bridle way, this is open for access for farm vehicles.

Council received an update on access to Haw Lane – 'vehicular no access' signs cannot be legally placed as farmers with fields off that lane have access rights. Council noted the option to put up advisory signs, however this was not considered to be beneficial as there are existing signs about the size of vehicles that are ignored by drivers.

8.0 Finance and Procedures

8a. Council approved the bank reconciliation and budget analysis for the period ending 25 November 2024

8b. Council approved the November 2024 payments

8c. Council approved the November 2024 receipts

8d. Council approved the bank reconciliation for the period 26 October 2024 to 25 November 2024

8e. Council received the draft budget v2 for 2025/2026 which was an amended version to take on feedback from the November meeting. A 5% increase on the Precept and this will be balanced out against unallocated reserves. A copy of the finalised budget v3 to be circulated.

Council noted the cleaning part of the budget & whether the clean will be required 52 weeks of the year if the hall is not in use over the summer holidays. Council agreed this can be raised with the new cleaning provider if wishes to take holiday in the summer.

Total Precept for 25/26 of £23,768.00 Proposed by Cllr Evans and Seconded by Cllr Jennings. Unanimous vote to proceed with precept submission at this level.

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ACTION Clerk to circulate the budget v3 once Cllr Bedford and Cllr Evans complete the final version.

8f. Council received an update from the Clerk on the VAT return, a payment of £1092 was received to the OPC bank account on 4 November 2024. The Clerk also confirmed the NALC guidance that a 6 monthly VAT return was usual practice, unless the PC had any cash flow concerns and the return should then be made more frequently.

8g. Council received an update from the Clerk on website comparison. The Clerk highlighted the differences in level of website provision and challenge of making a like for like comparison to the existing OPC website provision. By way of comparison a local parish council has set up and running costs of circa £3000 per annum, this included a Microsoft 365 package. Council concluded the existing provision costs for OPC are within a reasonable level.

9.0 Planning

9a. Council received a list of planning applications, approvals and rejections

9b. No report was received regarding the Village plan

10. Playing Fields report

Cllr Knapp confirmed the review of occasional hire will be included on the agenda for the next Playing Fields meeting.

Council received an update on an email from a family in Cowhill who requested the outside lights are turned on between 7-9pm. Clerk has provided Cllr Knapp with a copy of the email. **ACTION Cllr Knapp** will make contact to guide on the requirement to book the outside facility with lights. **ACTION Cllr Bedford – to check the website for the**

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information provided on the booking of outside facilities. The website should reflect the outside facilities can be used without charge if no one has pre booked. A sign should be added when facilities are pre booked. Costing should show as £5 an hour for the lights on for outside the Pavilion with a note added to 4ward and to the booking form.

ROSPA Report & Playing Fields Safety Checklist– Council requested an update from Cllr Knapp **ACTION** Cllr Knapp to provide a checklist update at the next meeting

Busy Bees (BB) Rent Review Council received a concern from Cllr Jennings that the BB rent review has been misunderstood as both reviewable and effective from April 2025, whereas Cllr Jennings believed this was agreed previously as to be implemented from September 2025, rather than effective in April 2025. Concerns raised that this would mean 2 rent reviews in 1 year for BB.

Cllr K Evans confirmed following the meeting he held with Busy Bees earlier this year, the change to fees will be effective from April 2025. A letter was sent to Busy Bees confirming the timing and effective date for change of payment was referenced by Cllr Evans. The 6 month rule & being unable to revisit a decision was highlighted.

ACTION Cllr Evans to circulate the Minutes, along with the letter sent to Busy Bees and a note to confirm as to whether Busy Bees responded to the letter. A separate meeting will be arranged to discuss the rent review timing decision.

Cleaning provision – Council received an update from the Clerk on the change over from Elite to Shaky's cleaning service. Friday 13th December is the first cleaning date for Shaky's cleaning service to start at the Pavilion.

11.0 Road Safety Report – Council received the report from Cllr Jennings

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12.0 Communications Report – Cllr Day confirmed the plans to use the 'pink stuff' on the cleaning of the noticeboards.

13.0 New Nuclear Build – Council received the report no action required

14.0 General Purposes – no report received

15.0 Drainage – Council received the report from Cllr Riddle, report added to the website.

16.0 Emergency Planning – Council received an update from Cllr Heape he can no longer continue with this role due to work commitments, anticipate one of the prospective new Councillors to volunteer.

17.0 Village Agent report received no action required

18.0 Memorial Hall – Cllr Jennings updated Council the insurance is due in February 2025 (£140,000 increase on existing rebuild costs) Cllr Jennings will arrange for quotes to be based on the increased rebuild costs following the renovations.

19.0 Site Stakeholder Group (SSG) – report received no action required

20.0 Arboricultural work - Council received an update on the work scheduled to take place on 13 December 2024

20b. Cleaning of the marker stones - Council received an update from Cllr Riddle the stones are to be reviewed and update carried forward to the Feb meeting.

20c. Council received a suggested storage option for the Funeral bier for when completed of the lock up @ the Pavilion.

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

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Cllr Jennings asked that the Minutes from the December 2024 meeting are circulated promptly no later than 7 days of the meeting.

Confirm date of next meeting – Monday 3 February 2025

Note – All of the reports can be viewed on the village website. Any issues accessing the reports please email the Parish Clerk.

S Bodmer
3/2/25