Oldbury on Severn
Parish Council

Clerk/RFO: Mrs Sarah Bodmer
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Minutes of the Full Council Meeting held on
3 February 2025 @ 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), Cllr Kayleigh Griffiths (KD), Cllr Richard Hayden (RH)

Clerk S Bodmer (SB)

19.00 Commencement of the Full Council Meeting

1. The Chairman welcomed newly appointed Councillors, Cllr K Griffiths and Cllr R Hayden, who had completed the relevant paperwork with the Clerk prior to the meeting.

2. Apologies for absence – There were no apologies for absence

3. To receive agenda declarations of interest and dispensation requests

Six declaration of interest forms have been received and the remaining forms were requested to be submitted to the Clerk via email.

Cllr I Knapp – confirmed a declaration in respect of flooding in Westmarsh Lane.

4. Minutes – The Minutes of the previous Council meetings held on 4 November 2024 & 2 December 2024.

The Minutes of the Council meeting held on 4 November 2024 were also received and approved, following approval deferred at the December 2024 meeting.

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5. Correspondence An email dated 5 December 2024, from Mrs Strong, this will be discussed under item 5b in the agenda.

Councillor Jennings reported that a very positive meeting had taken place with Wessex Water in December and some positive suggestions were put forward. Councillor Jennings stated that unfortunately the discussion became heated which he considered was unacceptable.

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

6a. Council received an update on the caravans located in the lay-by on the Power Station Road - Cllr Riddle is working closely with Rob Everley of SGC. A further update will be provided by Cllr Riddle, at the March 2025 Parish Council meeting.

6b. Flooding and sewerage system leaks. The multidisciplinary meeting between the drainage board, Wessex Water, SGC and the Parish Council will be held on 12 February 2025, in the Committee room at the Memorial Hall.

6c. Lorry access to Haw Lane and Ham Lane
Haw Lane is a bridle path, and the highways sign indicating this, has been damaged. South Gloucestershire Council (SGC) have agreed to replace the damaged sign and add additional signage.
Ham Lane –This lane is an adopted road and therefore suitable for cars until it reaches a fork in the road. There is a stone in the verge which shows 'GCC' marking the end of the highway. The landowner does not wish for any additional signage to be added. Field access only is via Ham Lane, with access to the allotments from the Power Station Road.

Council noted pylon crews are due to be working in this location, over a 20 week period. **ACTION Cllr Riddle to contact SGC in conjunction with the landowner, to ensure the land is left in a suitable condition when this work has been completed.**

7. Public Forum

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One member of the public attended but did not wish to speak.

8. Urgent Business

8a. Following the presentation on 20 January 2025, regarding the EDF Saltmarsh proposal, the PC was asked how they would like to carry this forward. The PC agreed the way forward as posters to be displayed in the village as support, a letter to be drafted to EDF & other relevant organisations confirming Oldbury residents opposing the proposal, along with the link added to the OPC website on the campaign 'Stop the Saltmarsh' **ACTION Clerk to request Roger at Liveware to add the link to the OPC website. Clerk to request a copy of the poster template from Jeremy Warren, along with a list of contacts for issuing the letter from OPC supporting Littleton.**

9.0 Finance and Procedures

9a. Council received & approved the bank reconciliation and budget analysis for the period ending 25 December 2024 & 25 January 2025

9b. Council received & approved the December 2024 & January 2025 payments

9c. Council received & approved the December 2024 & January 2025 receipts

9d. Council received & approved the bank reconciliation for the period 26 November 2024 to 25 December 2024 & 26 December 2024 to 25 January 2025

9e. **Memorial Hall Insurance Renewal –** The PC received details of the Memorial Hall insurance renewal, with an annual cost confirmed of £860.55 due in February 2025. A revaluation of the building, following the extensive building work completed last year, along with a review of the inventory of the Memorial Hall has inflated the premium slightly on the previous year, with an increase of approximately £20.00. The Parish Council are part way through a five year deal, committed to with the

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insurer, providing the benefit of a discounted rate as a result of this agreement. Council voted unanimously to proceed with the insurance quotation and approved the payment of the insurance renewal. **ACTION Clerk to make payment ahead of the February 2025 renewal date.**

10.0 Planning

10a. Council received a list of planning applications, approvals and rejections.

10b. **Local Plan** Council received an update on the approved local plan from Cllr Riddle. Council received information on the next steps for the plan to go to a full Council vote, on 12 February 2025, followed by a 6 week consultation period. **ACTION** Cllr Riddle to circulate a copy of the plan via email. Cllr Riddle to feedback to PC on research planned to be undertaken in connection with wind turbines on areas previously requested to be safeguarded.

10c. **Planning Applications** - Council discussed planning applications referenced DOC25/00030 & P24/02307/F. Council agreed no objections to ref DOC25/00030.

Ref P24/02307/F Council received a proposal from Cllr Heape, Seconded by Cllr Griffiths to raise a concern on this application in respect of the design not in keeping with the surrounding properties in the village and concerns about the future use of the 2 storey garage. This was agreed unanimously. **ACTION Cllr Riddle to put forward the PC concerns to SGC Planning department.**

Council received confirmation that Cllr Hayden would be the lead Councillor for Planning going forward **ACTION** Cllr Hayden will undertake a review of the Village plan and feedback to the PC.

11. Playing Fields report

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11a. Council received an update from Cllr Knapp. The Pavilion has been busy during January as the Memorial Hall was closed for renovations.

Pavilion Rent Structure Review

Cllr Knapp confirmed the Playing Fields working
party
discussed a rent review at the January meeting.

Hire costs for occasional Pavilion use Cllr Knapp proposed, with Cllr Riddle seconded, the proposal to increase the occasional hire charges for the Pavilion from £6 per hour to £10 per hour for the first hour and subsequent hours to £7.00 ph. The PC voted and agreed unanimously the decision to make the changes to hire costs for occasional use only, this change to hire costs does not impact regular hall users. This change is to be added to the OPC website and is effective from 1 March 2025.

Hire costs for regular Pavilion users Cllr Hayden proposed, with Cllr Riddle Seconded, the proposal is an increase from £6ph to £6.50 per hour effective from 1 March 2025. This was agreed unanimously. This change excludes Busy Bees who have a separate review schedule.

Hire costs for the Playing Fields outdoor areas – Cllr Hayden proposed, with Cllr Jennings Seconded, the proposal is to increase the hire of the tennis courts/MUGA football pitch to £7.50 per hour. Offsite table hire to be charged at £4.00 per table & 75 pence per chair. Change to be effective from 1 March 2025. Council voted and agreed hire cost changes unanimously.

The PC will review the running costs of the Pavilion at the end of the financial year end at the end of March 2025.

Pavilion Post Box Cllr Knapp confirmed he will add post box labels to identify which letter box belongs to the PC and which one belongs to Busy Bees.

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Outdoor Lighting – it was confirmed that outdoor lighting is included in the hire of the MUGA.

Cllr Knapp confirmed the next Playing Fields meeting is scheduled for 27/2/25.

11b. ROSPA Report & Playing Fields Safety Checklist– Council received an update from Cllr Knapp on plans to deal with the outstanding safety issues, identified as a gap on the roundabout and the skateboard area. **ACTION Cllr Knapp to review the safety issues on the weekend of 8/2 and report back to PC at next meeting**

11c. Cleaning –The Clerk has been advised that certain areas of the Pavilion have not been cleaned as thoroughly as expected. The cleaner has been informed and is happy to work towards an improvement. **ACTION Cllr Knapp to make a check on Friday evenings for the next few weeks following the weekly clean and feedback to the Clerk who will communicate with the cleaner.**

12.0 Road Safety Report – Report received and accepted. Cllr Bedford reported that the repairs to the Hill Road in Shepperdine, were completed to a satisfactory standard.

Cllr Griffiths will be the lead Councillor for Road Safety going forward.

13.0 Communications Report – Council received an update from Cllr Day on the benefits of setting up a PC Facebook page, to be able to add information to the existing village fb page. Information can be posted to reach a wider audience. Council agreed to proceed with setting up a fb page **ACTION Cllr Day to deal with the fb set up**

14.0 New Nuclear Build – Council received and accepted the report from Cllr Jennings **ACTION Cllr Jennings to circulate a link following the meeting on NNB.**

15.0 General Purposes – no report received no update to provide

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16.0 Drainage – Council received the report and accepted the report from Cllr Riddle **ACTION** Cllr Riddle draft letter to be passed to Clerk and Cllr Bedford for sending to SGC in respect of the highway drainage issues in Kington Lane.

17.0 Emergency Planning – no report received no new information to report

18.0 Village Agent no report received as no updates to provide.

19.0 Memorial Hall – Council received and accepted the report from Cllr Jennings.

20.0 Site Stakeholder Group (SSG) – Council received and accepted the report from Cllr Jennings.

21.0 Cleaning of the marker stones - Cllr Riddle will clean the stones again in the spring and progress reviewed – the PC have received a quote for professional cleaning of £100 per stone.

21a. Council deferred to next meeting suggestions for storage options for the Funeral bier upon completion of restoration. A report from Glynn Poole will be circulated to Councillors for the next meeting for information.

22.0 Any minor matters not requiring a decision or items for the next agenda – No items raised by Councillors

Meeting closed @ 9.10pm

Confirmed date of next meeting – Tuesday 4 March 2025

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

S Bedford