Oldbury on Severn
Parish Council

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Minutes of the Full Council Meeting held on 2 September 2025 @ 7.00pm at The Pavilion, Westmarsh Lane, Oldbury-on-Severn, Bristol

Present Chairman Cllr Bedford (SRB), Cllr I Knapp (IK), Cllr K Evans (KE), Cllr C Jennings (CJ), Cllr K Griffiths (KG), Cllr R Hayden (RH) Cllr M Riddle (MR)

Sarah Bodmer - Clerk

1.Apologies – Apologies were received from Cllr L Day and Cllr D Heape

2 Declarations of interest were received from Cllr Riddle in respect of the power station and Cllr Jennings re the SSG report, along with any discussions relating to the decommissioning process of the old power station.

3 The Minutes for July and August 2025 were signed and approved

4. Correspondence

4a. Naming of anticipated new nuclear power station Council agreed no action was required by the PC as the resident raising concerns has already contacted the local MP. Council noted Great British Nuclear are yet to confirm Oldbury as the chosen site. **ACTION Clerk to acknowledge email**

4b. The Complaint received about cars on the pavement in Camp Road Council have been made aware of parking on the grass verges whilst contractors work on site. **ACTION Cllr C Jennings to contact PC Will Price**

4c. Flooding and storm water at Featherbed Lane – Council received an email dated 2 September 2025 from a local resident raising ongoing concerns with the PC and Scott Jones (Flood and Water Management – SGC) following the summer storms. **ACTION Clerk to send a letter of support to the resident with confirmation Cllr Riddle would like to arrange a meeting with them. ACTION Cllr Riddle to prepare a letter to Scott Jones @ SGC and the highways**

authority regarding water on the road at Featherbed Lane and manhole covers at Camp Road.

5 Matters arising

5a. Caravans in the lay-by – Cllr Riddle has circulated an update on 4 August, which confirms there are now 4 vehicles rather than the original 7. Legislation requires a welfare assessment before enforcement action can be taken. Council received an update at the September meeting, from Cllr Riddle, that a follow up email has been sent to SGC for a response and this is awaited.

5b. Wessex Water (WW) – Council received an update from Cllr Riddle - he has passed on thanks on behalf of the PC to Matt Little of WW regarding the work completed on the chambers. **ACTION CLERK to write to WW to request an update as to which chambers require further work. Cllr Riddle to provide contact details.**

6 Public Forum

No members of the public wished to speak

7 Urgent Business

There was no urgent business

8 Finance

8a. The bank reconciliation and budget analysis was agreed and signed

8b. The payments were agreed and signed

8c. The receipts were agreed and signed

8d. The bank reconciliation for the period 26 July 2025 to 25 August 2025 was agreed and signed

8e. **Bank Reconciliation Adjustment** Clerk will amend the bank reconciliation to change the recording of the donation from the bank reconciliation to the cash book. This is because the donation is not included in the annual budget. **ACTION Clerk to update the bank reconciliation**

8f. **AGAR –** The AGAR report was signed in July, and the same AGAR document was circulated at Councillors request.

8g. **Payroll Provider –** Council received an update from Cllr Evans that during September the Clerk will request the payslip is received no later than mid-month **ACTION Cllr Evans to draw up a letter of engagement**

8h. **Data Protection policy –** Council received an example document for review – agreed to carry forward to the October 2025 meeting.

8i. Purchase of a Defibrillator – Council received details of the maintenance costs for a defibrillator, having received installation costs at the August meeting. **ACTION Cllr Knapp to discuss the costings with the Whist group, as a donation may be made towards the defibrillator.**

8j. Defib – First aid/CPR/Defib Training – Training is being offered by Kingswood (a training company) who ask for a donation of approximately £50-£60 irrespective of numbers attending. This would be the cost to the PC. **ACTION Cllr Jennings to discuss availability with Kingswood and feedback to the PC.**

8k. Standing Orders – A reviewed paper of the Standing Orders was circulated and will be discussed in detail at the October meeting. **ACTION Councillors to review the document, with comments to be sent to the Clerk prior to the meeting if possible.**

8l. Finance Regulations – to be presented at the next meeting for Council to address concerns raised regarding the daily spending limit.

9 Planning

9a. Planning applications - A list of previously circulated applications was presented along with updated outcomes.

9b. **Property on Oldbury Lane –** An SGC Officer has gained access to the field and written to the owners to establish their intentions. **ACTION Cllr Riddle to update at next meeting**

9c. Fly Tipping – Several episodes of fly tipping were highlighted, and this has been removed by SGC. Council discussed possible purchase of ANPR cameras. **ACTION Cllr Jennings to investigate the potential purchase of ANPR cameras and Cllr Riddle to liaise with SGC regarding mounting an ANPR to lamp posts.**

10 Playing Fields

10a **Playing Fields Report** Council received an update from Cllr Knapp on the refurbishment of the Pavilion which is due to be completed on time.

10.b **Playing Fields Safety Checklist** - Council received and accepted the monthly report.

10c. **Key Box** – Council agreed a spare set of keys to the Pavilion should be kept on site, with a locked box provided **ACTION Cllr Knapp to install the locked box.**

10d **Working Party** – Plans are being made by the working party to publicise the improvements to the Pavilion.

10.e **Defibrillator** – discussed in the Finance section of the meeting

10.f **Football Field** Cllr Evans discussion continued regarding the resurfacing of the football field. The cost of a quotation for a survey to be bought to the October meeting.

10g. **Ring Doorbell** Council considered the benefits of adding a ring doorbell system to the Pavilion for enhanced security. **ACTION Cllr Knapp to review costs.**

10h. **Booking System** – Council considered the Pavilion running an online calendar for the booking system whereby residents can view availability via the website **ACTION Clerk to contact Roger @ Livewire for estimate of cost.**

10i. **Fencing** - A donation is available to replace the kick boards around the MUGA, up to £6,000. **ACTION Cllr Knapp to advise the Clerk on cost so the donation can be transferred to the PC account. Cllr Riddle to use weed killer around the Playing Fields.**

10k. Pest Control – Council received the quotation to restart the use of the pest control services through the Autumn/Winter months. Proposal to accept the quotation of £300 plus VAT and reaccept the services from October. Proposer Cllr Jennings, Seconded by Cllr Hayden, Council agreed unanimously. **ACTION Clerk to accept quotation and arrange first visit**

11.0 <u>Road Safety</u>

11a.**Update on overhanging shrub** – This has been partially cut back but is still impacting visibility at Westend and Camp Lane junction – **ACTION Cllr Riddle to contact Liz Francis at SGC and report back at next meeting**

11b. **Parking concerns** – Cllr Riddle thanked Liz Francis @ SGC for her comprehensive email however the parking issues persist in both Westend and Westmarsh Lane. Cllr Riddle has followed up with Bromford regarding the possibility of utilising the spaces in front of unused garages. **To be reviewed at the October meeting.**

11c. **Speeding on the Naite** – Cllr Griffiths confirmed the application to reduce speed limits to 30mph has been submitted.

11d. Ecological survey for the Permissive Pathway Church Hill - Cllr Riddle updated Council an initial meeting with a SGC officer has been held and a future meeting is required.

11e. Road Safety speeding measures - Council reviewed the proposed 20mph speed restriction raised in the circulated paper. Following discussion it was considered a 30mph speed limit was more realistic. To be reviewed at the next meeting.

11f. ANPR and back-office data system – Council discussed this item under the Planning section of the agenda

<u>12 Communications –</u> Council agreed a new format for displaying future Minutes and Agendas. The web site is to be updated with drop down boxes to show the year and month. **ACTION Clerk to contact Roger @ Livewire to add the drop down boxes.**

Mem Hall

Booking form – the booking form for the Pavilion to be updated on the website to a word document. **ACTION Clerk to contact Livewire to instigate the change.**

13 New Nuclear Build – Report received.

Council informed of the Hinkley Point C meeting on 29 October, with Cllrs Jennings, Riddle and Evans confirming attendance on behalf of the PC.

An update is expected from Stephen Bray of Great British Nuclear in the Autumn on the process with Oldbury power station.

14 Drainage Report Council received and accepted the report from Cllr Riddle – An open day is to be held on 17 September showing how the pumping system works.

15 Emergency Planning – no report

16 Village Agent – ~~No report~~ Report Accepted

17 Memorial Hall Report – Report received. Councillors reminded of the craft show due to take place on 14 September.

18 Site Stakeholders Group - Report accepted

19 Parish Property Report

19a. Cleaning of the marker stones – no further treatment required

19.b Property report and tree survey quotation

Pickedmoor Lane - Council received the quotation of £375 plus VAT. Proposal to accept the quotation for a survey of trees to identify defects and diseases noted at the time of inspection, along with a tree management plan. Proposer Cllr M Riddle, Seconded by Cllr Jennings, Council agreed unanimously.

An overhanging arm of a tree over the road at Pickedmoor Lane – Proposal to accept the quotation to remove 2 limbs and dead branches of £420. Proposer Cllr Riddle, Seconded by Cllr Hayden, Council agreed unanimously. Location to be added.

19.c Asset list update – The asset list was received, and it was agreed that photographs should be added and updated values should be obtained. Councillors asked to make suggestions of any items that may be missing.

ACTION Clerk to consult with NALC for best practice for revaluing

20. Minor Matters

20a. Council received details of a cyclist involved in an accident, at the Naite, due to uneven road surfaces, which has been reported to SGC.

The meeting closed at 9.10pm

Next meeting confirmed as Monday 6 October 2025 at 7pm