Oldbury on Severn
Parish Council

Parish Clerk/RFO:
Tele No: 07394376121
oldburyonsevernpc@gmail.com
www.oldburyonsevern.org.uk

Minutes of the Full Council Meeting held on
2nd February 2026 @ 7.00 pm
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) Cllr L Day (LD), Cllr D Heape (DH)

Sarah Bodmer – Clerk

Presentation - Change of Registered Charity Name – The Parish Council received a presentation regarding a proposal to change the registered charity name to Oldbury on Severn Memorial Hall.

It was proposed by CJ, seconded by MR, and agreed unanimously.

1.Apologies – None were received

2 Declarations of interest CJ and MR both receive a honorarium from the Oldbury Site Stakeholder Group re. the turbine hall planning application, and IK declared an interest as he and his sister own land off Featherbed Lane.

3 The Minutes the Minutes of the December 2025 meeting were accepted as a true and correct record and duly signed by the Chair.
Proposed by CJ, Seconded by DH, agreed unanimously

The Minutes of the Extraordinary PC meeting, held on 2 February 2026, to change the registered charity name to Oldbury on Severn Memorial Hall were accepted as a true and correct record and signed by the Chair.
Proposed by CJ, Seconded by DH, agreed unanimously

4. Correspondence

4a. Update on Bromford Complaint - An update was received from the Chair on the Bromford complaint, and the Parish Council thanked the Clerk for dealing with the matter**.** A local resident had received a breach of tenancy letter from

Bromford in error**,** relating to an allegation of parking on the Village Green. This caused upset to the tenants, who subsequently raised their own complaint

The Parish Council's complaint has now reached a resolution, with an apology received acknowledging that Bromford had incorrectly suggested the Parish Council was to blame**,** when the issue was in fact due to a Bromford administrative error**.**

As a result, £100 compensation was awarded to the Parish Council from Bromford by way of apology. A proposal was made by CJ to donate the compensation to the Defibrillator Fund**,** seconded by RH, agreed unanimously.

4b. Pest Control - Correspondence received from Aman Pest Control: visits completed in December and January; next visit 6 February 2026**.**

4c. Busy Bees - correspondence received from Busy Bees regarding cleaning timings. **Action:** Clerk to confirm cleans take place after party bookings and before Busy Bees return on Monday mornings. If the Pavilion is accessed on a Sunday evening, the Parish Council must be informed for insurance purposes and to avoid clashes with existing bookings.

5 Matters arising

5a**. Caravans in the lay-by -** No update other than the individual remains living in the lane; it has been reported that the size of the dwelling has increased with the addition of a wood pile. **Action:** MR to follow up with SGC.

5b. **Wessex Water Update** – MR passed on thanks to Matt Kettle (Wessex Water) for work undertaken to date. **Action:** Cllr Riddle to request a Friday morning follow-up meeting, aiming to take place by the end of March, preferably at 9.00am, inviting Scott Jones (SGC) and a representative from the Lower Drainage Board. Attenuation ponds to be discussed as a matter of concern.

6 Public Forum

6 Public Forum. A local resident asked to speak regarding a local flooding issue. Before she spoke, Councillor Knapp declared an interest and left the room.

The local resident then provided an update on drainage work carried out on their land in Featherbed Lane.

Concern was raised that a resident had stated that she had been advised that she could not speak at the Public Forum. The Clerk explained that all residents are welcome to attend, but as there was an Enforcement Notice currently in place regarding their issues the PC had been advised they would not be allowed to speak on that issue, nor could the PC pass any comment on the matter.

7 Urgent Business

There was no urgent business

8 Finance

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

8b. The payments were agreed and approved

8c. The receipts were agreed and approved

8d. The bank reconciliation for the period 26 November 2025 to 25 January 2026 was agreed and signed

8e **Data Protection Policy** - The PC have expressed a wish to see a NALC-approved Data Protection Policy. **ACTION The Clerk to follow up and obtain a copy for circulation**

8f.**Payroll Provider** - KE reported no response from the payroll provider regarding the letter of engagement. **Action:** KE to follow up.

8g. **Defibrillator - Defibrillator and first aid training sessions** are booked for 16 and 23 March, with up to 15 attendees per session. The Council noted a weekend date may increase attendance, as take-up has been lower than expected. The Chair has compiled a list of attendees. **Action:** SB to provide advert details to LD for the Facebook page and village shop.

8h**.ANPR Costs** – SGC confirmed no free electricity is available for running a power source; cost is approximately £12,000 per camera. In view of cost and practical limitations, a motion to remove this item from the agenda was agreed unanimously**.**

8i. Avanti Gas – Fixed Price Option

The Parish Council noted there was an option of entering into a three-year fixed-price agreement with Avanti Gas. It was agreed that alternative suppliers should be investigated to determine whether a more cost-effective option is available. Current charges will be reviewed and compared against the proposed fixed-price offer **ACTION Clerk to investigate alternative options and review at next meeting**

8j. Insurance Renewal – Memorial Hall - The Parish Council considered the insurance renewal due in February 2026 and approved the renewal quote. **ACTION** Clerk to settle the invoice

8k. Memorial Hall – Flooring Funding - The Parish Council considered the request for funding towards the Memorial Hall flooring.

Proposal: To fund £958 (excl. VAT) as the Parish Council's contribution towards the Memorial Hall flooring excess. The proposal was received from KE, seconded by DH, and unanimously agreed.

8l. Financial Regulations Financial Regulations are currently under review by CJ and KE. Carry forward to the next meeting. **Action:** Clerk to request draft Financial Regulations from auditor.

8m Cricket Club Charges A simplified calculation is to be agreed between IK, KE and the Cricket Club, with current meter readings taken to enable the calculation. Payments to be made quarterly as previously agreed. **Action:** KE to liaise with IK on readings and calculation; Clerk to invoice the Cricket Club.

Other Financial Matters:

- Maintenance bills to be submitted by IK to the Clerk as soon as possible.
- VAT submission to include all recent invoices including the Memorial Hall work.

Planning A list of planning applications was presented along with updated outcomes.

P25/02837/F - No Objection**,** subject to the following comments:

- The Parish Council seeks clarification on anticipated traffic levels and any measures proposed to manage vehicle movements safely.

- Further detail is required on the arrangements for dog-waste management and disposal to ensure no environmental impact.
- Measures to prevent and control litter from any associated facilities should also be addressed.

Property on Oldbury Lane The PC received an update that the deadline for submitting the anticipated planning application has passed. **ACTION** MR will contact the Enforcement Officer at SGC for an update and report back at the next meeting

Playing Fields Verbal update provided on the Playing Fields by IK. The Playing Fields Committee has applied to the village shop for a donation towards the defibrillator fund. The Whist Group has raised £700 to date. The outcome of the application is awaited.

Playing Fields Safety Checklist - Council received and accepted the monthly report. No urgent action required.

Tennis courts repair: A £5,000 quotation for the replacement fencing has been received and will be ordered. **ACTION** IK to forward the quotation to the Clerk.

Baby change unit: The unit has been received and will be fitted**. ACTION** IK to arrange installation.

Road Safety Overhanging shrub Westend/Camp Lane
The Parish Council agreed to remove this item from the agenda.

VAS (speed signs) are currently non-functional; investigations into suitable replacements/repairs are underway.

Speeding on the Naite –No further update received following the application to reduce speed limits to 30mph.

Ecological survey – Permissive Pathway (Church Hill): No further update has been received. A plan for the proposal is still awaited. SGC are still not giving approval for a pedestrian gateway from the field onto the road due to safety issues.

Communications – Update received the noticeboard at the Playing Fields has been cleared and all content now visible. Facebook information to be shared with LD for posting Parish Council information when required.

It was confirmed that the booking forms on the web site relating to the Memorial Hall are in a word format and not PDF as suggested. Any further concerns should be addressed directly to the webmaster.

New Nuclear Build – Report received and accepted

Drainage Report - Report received and accepted.
Pictures were show indicating how high the Rhine could be. The EA have been invited to the meeting with Wessex Water and SGC, and asked to be actively engaged to understand the potential flood risk to the village and what measures could be taken to minimise the risk.

Emergency Planning – no report

Village Agent –Report received and accepted

Memorial Hall Report– Report received and accepted.

Memorial Hall: AGM noted for 10 February 2026.

Site Stakeholders Group – SSG: Verbal report received from CJ. The 4 February meeting noted a planning application for turbine dismantling in 2027.

Parish Property Report Following the refurbishment of the seat, thanks were noted to Eddie and Charles Clapham. The Parish Council agreed to purchase a gift as a token of appreciation, with a budget of £100. The details of the gift will be agreed outside the meeting.

A village litter pick is planned for March.

Asset list update –Photographs and updated values should be added to the list over the year. Review at the next meeting.

Minor Matters There were no minor matters for consideration.

The meeting closed at 9.30 pm.
Next meeting confirmed as Tuesday 3 March at 7pm