Oldbury-on-Severn
Parish Council

Clerk:
Cllr Matthew Riddle 07877413298
Responsible Financial Officer:
Cllr Laura Day

oldburyonsevernpc@gmail.com www.oldburyonsevern.org.uk

Minutes of the Council Meeting of Oldbury-On-Severn Parish Council

held on Tuesday 5th May 2026

at The Pavilion, Westmarsh Lane, Oldbury-on-Severn, at 7.00pm

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Annual General Meeting

1.Cllr Sheila Bedford was proposed by MR and seconded by RH as Chairman for the coming year.

2.Cllr Matthew Riddle was proposed by CJ and KG as Vice Chairman for the coming year.

3.Exclusion of Press and Public To resolve that, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and pursuant to Schedule 12A of the Local Government Act 1972, the press and public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information relating to an individual.

Confidential Agenda Item – To discuss Parish Council Administration

All Agreed

May Council Meeting

1. Apologies for absence were received by KE and The Clerk. MR was asked to undertake the minutes.

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2. Declarations of interest were received for MR and CJ, as they receive an honorarium from NSR/NDA as Chair and Vice Chair of the Oldbury Power Station Site Stakeholder Group

2a. MR has emailed all Cllrs the Register of Interest form in case they require update.

MR stated that there was no need for the forms to be displayed on the Council's website, but the ones completed just after the 2023 elections are on SGC website.

3. The following minutes were approved with no changes: minutes of the Extraordinary Meeting and confidential minute of March 18th 2026, and the minutes of the Council Meeting and confidential minute of April 7th 2026.

It was agreed by a majority vote to amend the February 7th 2026 with new wording in two separate items:

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.

To replace:

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6 Public Forum A local resident provided an update on drainage work carried out on their land in Featherbed Lane, in the context of wider drainage issues in the village.

IK left the room having declared an interest.

Concern was raised that a resident had stated that she had been advised that she could not speak at the Public Forum. The Clerk clarified that the resident had been advised that as she wished to undertake a power point presentation advance notice needed to be given according to the Standing Orders. The resident was also advised that clarification had been requested from Simon Banks who is the head of legal services and deputy monitoring officer at SGC, that it is not advisable for the same information to be given at more than one meeting. The Clerk confirmed that she had made clear that all parishioners are welcome to attend meetings. A short discussion ensued. ACTION MR to contact SGC to advise on any remedial work required on Featherbed Lane in relation to the flooding.

Additional wording to The Drainage Report:

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.

4. Correspondence. MR reported that correspondence regarding drainage in Featherbed Lane and the Council's reply was shared to Cllrs.

MR had produced some draft wording for the Standing Orders on how correspondence is delt with, this will be shared with Cllrs before the next meeting and be added to June's agenda.

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Action: MR to share wording, The Clerk to add to June's agenda.

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

5a. SRB reported that she had written to the Chief Executive of South Gloucestershire Council on the matter.

5b. MR had written to the attendees of the recent drainage meeting and thanked them for their attendance.

Action: MR to circulate meeting notes.

5c. SRB gave an update on the cars parked on the Green.

Action: The Council to contact Bromford.

5d. A review of OPC Policies was discussed. Need to consider other Councils' policies and guidance from the ALCA on recommended PC policies, with a view to identifying, prioritising, and producing a list of policies required.

Action. SRB and MR to investigate.

5e. Councillors existing access to the OPC bank account was discussed and it was agreed that LD be added.

Action: LD to be added to the bank account access

6. Public Forum. No public were present.

7.Urgent Business

7a. Annual Parish Meeting will be held on Monday 1st June, Scott Jones from SGC has been invited to attend and present.

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8. Finance and Procedures

8a. The bank reconciliation sign off up to April 25th 2026 will be competed by the next meeting.

Action: KE to complete.

8b. The April 2026 payments were approved

8c. The April 2026 incomes were approved

8d. The bank reconciliation for sign off for the period 1 April 2026 to 25 April 2026 will be completed by the next meeting.

Action: KE to complete.

8e A new payroll provider was now in place, Mr Paul Day had been written to and thanked for his services to the Council over several years, in providing the payroll service *pro bono.*

8f. An update on The Cricket Club charges for water and electricity is required.

Action: The Clerk to provide am update to The Council on the status of this.

8g. An update on the VAT Reclaim is required.

Action: LD to investigate.

8h. An Finance Risk Assessment needs to be created.

Action: LD and MR to produce a draft.

8i. DH provided an update from the Assertion 10 Working Group and progress so far. The working group will meet to further discuss progress.

Action: DH/RH/MR The Working Group to meet and discuss progress.

It was agreed to purchase the ‘co.uk’ domain name for the parish at a cost of £20.

Action: The Calrk to purchase the domain in consultation with the Webmaster.

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9.0. Planning. RH stated that all recent planning applications had been reviewed. It was agreed that no comments would made.

10.0. Playing Fields Report

10.a A report was received from IK. He reported that cricket has started with matches at the weekend and in the week.

10.b The April 2026 safety checklist had been received from Glynn Poole. IK is continuing to work through it with work already undertaken.

Action IK to complete any outstanding work.

10.c The installation of the baby change facility will be complete.

Action IK to lead on its installation.

10.d IK gave an update on the work required at the tennis courts/fencing order. It was agreed to order the materials, get them delivered to The Playing Fields.

Action. The Clerk to order the materials, pass on IK contact information and ask for the pallet weight.

10.e The former football pitch was discussed. RH had been given a consultant's report dated 2014, when the consultant then was estimating the cost of £80,000 to 100,000, to repair the damage caused when the material had been imported.

10.f A resident had enquired regarding plans to convert the old pitch into a wildflower walkway. Currently the grass is cut in July to allow the wildflowers to seed and the cuttings removed to gradually de-nutrify the soil which is better for wildflowers.

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10.g New defibrillator at The Pavilion was discussed. RH to clarify the source of the shop defibrillator. It was agreed to pay £50 to the charity supported by the person who provided the training.

Action: CJ will confirm the defibrillator type and this will be funded by the shop and whist drive donations.

11.0. Road Safety Report

11a. MR and SRB gave an update on the parking concerns at the junction of Westend, Camp Road and Ham Lane.

11b. KG gave an update on concerns about speeding on the Naite. KG has emailed the officer at SGC dealing with the project.

An update was given about repairing the VAS sign.

KG gave an update on wooden entrance fences KG. A quote for four had been obtained at £610. It was agreed to order five of them.

11c. MR gave an update on a proposed new pathway up Church Hill to The School. Cllrs are awaiting information from the owner's agent.

12. LD gave a Communications report.

13. CJ provided a New Nuclear Build update. Cllrs are planning to visit Hinkley in Somerset later in the month to meet parish Cllrs there.

14.MR provided a Drainage Report. It was agreed to form a Working Group of MR IK, CJ, DH and MR to investigate the Oldbury Catchment in view of expected further climate change in the future.

Action: SRB will write to the EA asking when the report on the condition of the river bank will be published

15. DH presented an update on Emergency Planning

16. CJ presented an update on the Village Agent activities

17. CJ presented a Memorial Hall Report

18. CJ presented a Site Stakeholder Group (SSG) report

19. Parish Property Report was given by MR.

19.a MR gave a update on the recent tree survey. One tree in Pickedmoor Lane needs a small branch removing and a tree in The Naite needs re-staking.

Action: MR to complete work on the two trees.

MR had met one the engineers in Pickedmoor Lane and they had agreed to smooth over the soil from the recent reprofiling of the Pickedmoor Rhine.

19.b An update on the Asset Register is required.

Action: SRB/LD to investigate the Asset Register.

20.0 There were no minor matters not requiring a decision or items for the next.

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Confirm date of next meeting – **The Annual Parish Meeting 6.30 pm and June Council Meeting 1 June 2026.**