

## RANGEWORTHY PARISH COUNCIL

### MINUTES OF THE ANNUAL MEETING OF RANGEWORTHY PARISH COUNCIL HELD AT 7.30pm ON WEDNESDAY 24<sup>th</sup> MAY 2023 LISTER ROOM, RANGEWORTHY MEMORIAL HALL

#### Those Present

Councillors: Miss. W. Moody Miss. L. Haigh Mr. K. Livall  
Mrs. P.J. Evans (Clerk)

No members of the public were present.

Following the Local & Parish Council Elections held on 4<sup>th</sup> May 2023, and prior to the commencement of the first meeting of the newly convened Rangeworthy Parish Council, all Councillors had signed their Declaration of Acceptance of Office, witnessed by the Clerk.

#### Public Question Time

Prior to the start of the formal meeting of the Parish Council, as detailed in the agenda, members of the public were invited to raise any matters concerning the Parish.

#### Action

A.05.23 | There was no public participation.

The formal meeting of the Council then commenced as follows:-

#### **1. Election of Chairman – 2023-2024**

01.05.23 Cllr. Livall proposed, Cllr. Haigh seconded and it was **RESOLVED** to appoint Cllr. Moody as Chairman. Cllr. Moody accepted the Chairmanship and signed the Declaration of Acceptance of Office. **All Agreed.**

#### **2. Election of Vice Chairman – 2023-2024**

02.05.23 Cllr. Haigh proposed, Cllr. Livall seconded and it was **RESOLVED** not to appoint a Vice Chairman for 2023-2024.

#### **3. Apologies for Absence**

03.05.23 Apologies were received, noted and accepted from Cllr. Steer. **All Agreed.** Apologies were also noted from SGC Cllrs. Young, Clark and Lean.

#### **4. Declarations of Interest Relating to Agenda Items**

04.05.23 There were no declarations of interest.

#### **5. Minutes of the Previous Meeting**

05.05.23 Cllr. Livall proposed, Cllr. Haigh seconded and it was **RESOLVED** to approve the minutes of Tuesday 4<sup>th</sup> April 2023 as a true and accurate record of the meeting. The Chairman signed the minutes. **All Agreed.**

#### **6. South Gloucestershire Councillors Report**

06.05.23 SGC Cllrs. had previously circulated their report.

07.05.23 Local Election Results and Council Negotiations - Following the recent elections in South Gloucestershire on Thursday 4<sup>th</sup> May the composition of 61 member South Gloucestershire Council will be 23 Conservative, 20 Liberal Democrats, 17 Labour and 1 Independent. No political party has achieved a majority of 31 or more councillors meaning the council is in a state of 'no overall control'. Preliminary discussions between the parties have commenced. Under the current cabinet system, the alternatives are a minority executive administration with formal agreement

between at least two of the parties (such as a ‘confidence and supply’ agreement) or a joint administration consisting of at least two of the parties. The respective leaders of the Conservative and Labour groups stood down at the election. The Liberal Democrat group re-elected Cllr Claire Young as group leader whilst the new Conservative group leader is Cllr Sam Bromiley and the new Labour group leader is Cllr Ian Bolton.

08.05.23 In May 2017 the Conservative administration lead by Councillor Matthew Riddle formally adopted the executive cabinet model for its governance structure as a replacement for the committee system. Under the cabinet system the majority of decisions are taken either a) collectively by the Leader of Council and a cabinet of 8 executive members or b) as delegated decisions, taken by an executive member in conjunction with officers, within one of the cabinet portfolios. If it proves impossible to form a stable and lasting executive administration the governance structure of the council may need to be re-examined. When a council changes its governance structure it cannot change it again for a period of 5 years without undertaking a referendum; once a period of 5 years has elapsed, however, an authority can change its governance structure following the completion a governance review and a vote at full council. The earliest date at which the governance structure of South Gloucestershire Council could be changed would be the 2024 Annual Meeting that occurs in May.

## 7. Clerk’s Report

09.05.23 A copy of the Clerk’s report is appended to these minutes.

10.05.23 Cllr. Haigh queried whether the Clerk had received the link to the SGC Landscape Survey map. The Clerk confirmed she had received no further correspondence since the on-line meeting.

11.05.23 The Clerk had previously circulated a copy of her April 2023 timesheet which showed an additional 6½ hours worked = £82.74. Cllr. Moody proposed, Cllr. Haigh seconded and it was **RESOLVED** to approve this overtime. **All Agreed.**

## 8. Planning Matters

12.05.23 P23/01449/F | Barrows, Wotton Road, Rangeworthy, BS37 7NA | Erection of single storey rear and side extension to form additional living accommodation. Erection of detached garage | NO OBJECTIONS.

## 9. Planning Decisions

13.05.23 None received.

## 10. Financial Matters

14.05.23 The monthly financial report including movements on the bank account and balances was noted.

Business Current Account - £100.00  
Business Reserve Account - £58,122.78

15.05.23 The receipts and payments account as of 4<sup>th</sup> April 2023 was noted. Clerk to chase payment for rent of land adjacent The Old Post Office.

16.05.23 It was noted the first tranche of 2023-2024 Precept had been received - £6,500.

17.05.23 It was noted that £1,624.77 worth of CIL had been received for 2023-2024.

**Clerk**

18.05.23	Cllr. Haigh proposed, Cllr. Livall seconded and it was <b>RESOLVED</b> to make the following virements - £8.00 from General Reserves into Insurance; £836.00 from General Reserves into IT Costs. <b>All Agreed.</b>	
19.05.23	The Clerk advised the independent internal audit would take place on 27 <sup>th</sup> May 2023, with the AGAR paperwork being presented to ratification at the June meeting.	
<b>11.</b>	<b>Children's Playground</b>	
20.05.23	All in order. To advise resident that the vehicle access gate is available.	
21.05.23	Cllrs. discussed the condition of certain pieces of play equipment. The Clerk would seek out some quotes for replacement of the swings and potentially the roundabout. Cllr Haigh would like to install an in-ground trampoline.	<b>Clerk</b>
<b>12.</b>	<b>Recreation Ground &amp; Pavilion</b>	
22.05.23	The electrical safety inspection was carried out on 26 <sup>th</sup> April 2023. With the exception of one minor issue (replacement of a broken electrical socket), all was in order. The electrician did discover a dead mouse in the mother board – it was obvious the mouse had been there for quite some time.	
23.05.23	The Recreation Ground and Pavilion was used by the community for the village picnic on Sunday 7 <sup>th</sup> May 2023.	
24.05.23	Iron Acton Football Club used the football pitch and pavilion on Monday 8 <sup>th</sup> May 2023 for their last match of the season. They visited the recreation ground on the morning of the 7 <sup>th</sup> to mark out the pitch and clear it of dog mess (of which there was a considerable amount). When the Club turned up on the morning of 8 <sup>th</sup> May, they found the pavilion door was open - it did not appear to have been locked from the previous days use. The Club reported a good number of spectators (many of whom were Rangeworthy residents) who were pleased to see football being played again on the Recreation Ground. After the match the Club tidied and cleaned the pavilion. The keys were returned to the Clerk on the evening of the 8 <sup>th</sup> May. Cllrs. were very disappointed to note the Club had had to pick up so much dog mess. The Clerk was asked to remind users of the recreation ground to pick up after their dogs. It was agreed to try and arrange a site meeting with IAFC to talk over their plans. It was also discussed that a parish-wide consultation may be prudent to advise residents of potential plans.	<b>Clerk</b>
25.05.23	Now that the football season had finished, the Clerk would ask RAFC to remove all of their kit from the pavilion and return all sets of keys in their possession.	<b>Clerk</b>
26.05.23	When the Clerk undertook her monthly check of the pavilion, it was found that the padlocks had disappeared from the storage room, and the doors left wide open. Nothing appeared to have been taken – all the football nets and corner flags etc were present. Two new combination padlocks have been purchased and installed	
<b>13.</b>	<b>Woodland</b>	
27.05.23	All in order. The Clerk had reserved a 'hedgehog hero' sign from SGC to be fixed somewhere in the woodland.	
<b>14.</b>	<b>2023-2024 Administrative Arrangements</b>	
28.05.23	Cllr. Moody proposed, Cllr. Livall seconded and it was <b>RESOLVED</b> to hold Parish Council meetings on the first Tuesday of each month (except August). <b>All Agreed.</b> The Clerk would advertise the dates on the notice board and website.	<b>Clerk</b>

29.05.23 Cllr Moody proposed, Cllr. Haigh seconded and it was **RESOLVED** that Cllrs. Moody and Livall would continue to receive paper copies of meeting documents, and Cllr. Steer and Haigh would receive electronic copies. **All Agreed.**

**15. Annual Village Assembly – Tuesday 18<sup>th</sup> April 2023**

30.05.23 The only issue to arise from the Annual Village Assembly was that all village organisations were looking for new volunteers.

**16. Co-Option of Parish Councillor**

31.05.23 The Clerk confirmed that following the 4<sup>th</sup> May 2023 elections, Rangeworthy Parish Council had one Co-Opted vacancy. An application form had been forwarded to a resident who had expressed an interest in becoming a Parish Councillor and the Clerk had offered to have an informal chat with the resident. This vacancy would remain on the agenda until it was filled.

**17. Rag Lane Solar Farm**

32.05.23 The Clerk had provided Cllrs. with the latest project information from BayWa r.e (the company behind Rag Lane Solar Farm). BayWa r.e. wished to set up a Community Liaison Group consisting of Rangeworthy, Wickwar, Cromhall, Iron Acton PC's and Yate and Chipping Sodbury TC's. Initially the group would meet via MS Teams for one hour every two months. Cllr. Moody proposed, Cllr. Haigh seconded and it was **RESOLVED** to appoint Cllr. Steer as Rangeworthy Parish Council's representative. **All Agreed.**

33.05.23 Regarding the proposed installation of the underground grid connection, Parish Councillors expressed concern at the route and length of the proposed route. The proposal was to install the cable within adopted highway and connect to the Chipping Sodbury substation in Yate. The cable would be laid along the B4058 through Bagstone and Rangeworthy, turning left down Manor Road, along North Road, turning left at the traffic lights at The Fox. Then along Goose Green Way, past Brimsham Green School traffic lights, across the roundabout, turning left at the traffic lights and terminating on Peg Hill. The installation itself would be conducted section by section, and together with SGC's Streetworks Team and the local community they would manage local access and traffic carefully to minimise any disruption.

**18. Memorial Hall**

34.05.23 Cllr. Haigh proposed, Cllr. Livall seconded and it was **RESOLVED** to fund the installation of bicycle racks in the rear Hall car park at an estimated cost of £500.00. **All Agreed.** CIL funds would be used for this project.

**19. Accounts for Payment**

35.05.23 The following payments and invoices had been verified by the Clerk and were presented for payment -

Payee	Chq No	Description	Net	VAT	TOTAL
Mrs. P. Evans	SO	Clerk's Salary - April	£445.55	£0.00	£445.55
Elite Cleaning (SW)	1713	Elite Cleaning	£65.00	£13.00	£78.00
Zurich Municipal	1714	Annual Insurance	£1,008.19	£0.00	£1,008.19
KLH Landscaping	1715	Playground Grasscutting	£100.00	£0.00	£100.00
SGC	1716	Localism Charges	£228.90	£45.78	£274.68
SGC	1716	Grounds Maintenance	£65.61	£13.12	£78.73
SGC	1716	Grounds Maintenance	£192.08	£38.42	£230.50

	J. Bastin & Sons	1717	Electrical Inspection	£283.56	£56.71	£340.27
	Softcat plc	1718	Laptop	£686.48	£137.30	£823.78
	Softcat plc	1718	Business Licence	£149.99	£30.00	£179.99
	Mrs. P. Evans	1719	Clerk's Expenses - Padlocks	£29.56	£7.43	£36.99
	Mrs. P. Evans	1719	Overtime - 6.5 hrs	£82.74	£0.00	£82.74
				<u>£3,337.66</u>	<u>£341.76</u>	<u>£3,679.42</u>
36.05.23	Cllr. Livall proposed, Cllr. Haigh seconded and it was <b>RESOLVED</b> that the above accounts be paid. Cllrs. Livall and Haigh witnessed the invoices and signed the cheques. <b>All Agreed.</b>					
<b>20.</b>	<b>Councillors Open Forum</b>					
37.05.23	Cllr. Haigh queried the current status of the repainting of the road markings along the Wotton Road. The Clerk confirmed she periodically sent polite emails to SGC enquiring the same.					
38.05.23	Cllr. Haigh asked the Clerk if she had received the emailed notification about the Village Agent Scheme being run by South Glos. Council. The Clerk confirmed she had not received such a notification.					
39.05.23	Cllr. Haigh queried why the matter of speeding had been dropped from the agenda. The Clerk advised that the only reason that agenda item had been dropped for the Annual Parish Council meeting had been because of the amount of business to be discussed. The item would appear on the June agenda.					
40.05.23	Cllr. Haigh asked what was happening about the 'Thank You NHS' sign on the verge adjacent to Pool Farm. Cllr. Haigh was advised that as the verge belonged to South Glos. Council it would be up to SGC to deal with it as they saw fit.					
41.05.23	Cllr. Moody reported that the pavement between Old Star House through to Harford Close required cleaning and sweeping of twigs and debris. Clerk to report to SGC.					
42.05.23	A WESTLink bus had been seen waiting for a passenger at the Harford Close bus stop.					

The meeting closed at 8.55 pm.

The next Meeting of Rangeworthy Parish Council would be held in the Lister Room of the Memorial Hall, commencing at 7.30pm on Tuesday 6<sup>th</sup> June 2023.

Signed

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Date

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## **RANGEWORTHY PARISH COUNCIL**

### **Clerk's Report – Agenda Item 7 Activities up to 23<sup>rd</sup> May 2023**

The Kidnapper Lane tenancy agreement has been signed and returned by the new tenant. The Clerk received a telephone call from the unsuccessful tenant asking why their higher offer had not been accepted. The Clerk advised that the Parish Council did not have to accept the highest offer on the table. The Clerk also advised the unsuccessful tenderer that consideration had been given to the poor state the field had been left in the last time they had the tenancy.

Patch Elm Lane Resurfacing – The Clerk contacted SGC following residents’ comments that only part of the lane was to be resurfaced. Reproduced below is the email from the SGC engineer –

*After initial inspection of Patch Elm, given the hierarchy of the carriageway (rural lane) and its current condition, a budget of £80,000 was set aside to surface of the poorest section of the carriageway.*

*The section from the farm to the end of the lane, has sections where there is no carriageway surfacing left. This section has deteriorated to the base coarse, in some areas and has numerous potholes and holes forming. In addition, the carriageway extents here ponds the longest when it rains (due to how high the verges are on either side).*

*The extents from Wotton Road to the Farm, does have sections of edge deterioration on both sides (due to the tractors that come down this road) and some patching has been done on defects (at intervention level). However, the centre of the carriageway is currently in a fair condition, and no immediate surfacing is required here.*

*We are happy to have a walk about with you, to have a look at the carriageway condition*

SGC Consultation – Landscape Survey – The Clerk and Cllr. Haigh attended an on-line webinar held by SGC regarding a landscape survey being undertaken. This webinar was being held as an early front-loading engagement specifically for P&TC’s so SGC can seek their views and comments at a formative stage of the SPD’s preparation. Formal consultations will be sought during the statutory 6-week public consultation period for the SPD which is scheduled for late summer 2023. Basically, this is a pre-consultation consultation by SGC seeking input from Parish Councils about the uniqueness and distinctiveness of the landscape within their parish. As Patrick Conroy stated, Parish Councils are best placed to tell SGC just how important the distinctiveness of their landscape is. SGC is working in conjunction with landscape consultants LUC. The information gathered in this pre-consultation will be fed into the public consultation. This information will form part of the new Local Plan CS2

- The last review of LCA was done in 2014
- There are three distinct areas – Severn & Avon Vale; Bristol & Avon Valley; Cotswolds
- The review is being undertaken to capture the relevant changes both nationally and locally
- The new CS2 will include panoramic photographs; key characteristics; key sensitivities and valued features; key landscape strategies.
- Key Characteristics will include dark skies and visually important hillsides as well as strategic viewpoints, hills ridges and valley sides
- This review is being done so that distinctive areas are not spoilt by inappropriate development.

All of this information is being gathered via a ‘Consultation Hub’ – an interactive mapping system where Parish Councils may pin comments about features they consider important and valuable. Parish Councils are being asked to provide a written profile for each pin giving clear justification, especially justification in connection with the Cotswold national landscape. Two questions are being asked –

1. What do you feel is most important/valuable about the landscape?
2. How do you think the landscape in SGC is changing and what features are being affected?