

## RANGEWORTHY PARISH COUNCIL

### MINUTES OF THE ORDINARY MEETING OF RANGEWORTHY PARISH COUNCIL HELD AT 7.30pm ON TUESDAY 6<sup>th</sup> JUNE 2023 LISTER ROOM, RANGEWORTHY MEMORIAL HALL

#### Those Present

Councillors: Miss. W. Moody Miss. L. Haigh Mr. K. Livall Cllr. M.J. Steer  
Mrs. P.J. Evans (Clerk)  
Cllr. T. Clark Cllr. J. Lean

No members of the public were present.

#### 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.06.23 | There was no public participation.

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

#### **1. Apologies for Absence**

01.06.23 Apologies were received from Cllr. Young.

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

02.06.23 There were no declarations of interest.

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

03.06.23 Cllr. Haigh proposed, Cllr. Moody seconded and it was **RESOLVED** to approve the minutes of Wednesday 24<sup>th</sup> May 2023 as a true and accurate record of the meeting. The Chairman signed the minutes. **All Agreed.**

#### **4. South Gloucestershire Councillors Report**

04.06.23 South Gloucestershire Councillors had previously circulated their report which included details regarding the new Council administration and list of Cabinet members; the extension of the threatened 84/85 bus service. Cllr. Young had been elected as Leader of SGC (co-Leader Cllr. Ian Boulton); Cllr. Lean had been appointed as Chair of the Audits and Accounts Committee and Cllr. Clark had been appointed as Chair of the Development Management Committee.

05.06.23 There was a brief discussion on how the WESTlink service had been performing – reviews were mixed and it was acknowledged there needed to be more of an overlap between the zones. The 84/85 service had been extended for several more months with a new provider – The Big Lemon bus company.

06.06.23 Cllr. Haigh queried whether Cllr. Clark's position of Chair of the DMC would cause a conflict of interest. Cllr. Clark confirmed that it would not cause a problem.

#### **5. Clerk's Report**

07.06.23 The Clerk advised the Parish Council of her resignation as Clerk and Responsible Finance Officer and handed the Chairman her resignation letter. As per her contract of employment, one months' notice was tendered with her last day of employment being 6<sup>th</sup> July 2023. However, the Clerk offered to extend her notice period until 19<sup>th</sup> August 2023 until a new Clerk and RFO had been engaged.

<b>6.</b>	<b>Planning Matters</b>	
08.06.23	P23/01646/F   Land between Rag Lane and Eastfield Drive, Yate, GL12 8BD   Installation of underground grid connection between Rag Lane Solar Farm and Chipping Sodbury substation and associated works   NO COMMENTS.	
<b>7.</b>	<b>Planning Decisions</b>	
09.06.12	P22/06119/F   Land at Oakfield Farm, Green Lane, GL12 8BD   Temporary stationing of a mobile home for a 3-year period to provide agricultural workers accommodation (retrospective)   WITHDRAWN.	
<b>8.</b>	<b>Financial Matters</b>	
10.06.23	The monthly financial report including movements on the bank account and balances was noted.	
11.06.23	Business Current Account - £100.00 Business Reserve Account - £54,362.89	
12.06.23	Cllrs. noted the up-to-date receipts and payment account as at 6 <sup>th</sup> June 2023 which included all payments proposed under agenda item 14.	
13.06.23	Cllr. Livall proposed, Cllr. Moody seconded and it was <b>RESOLVED</b> to approve the 2022-2023 Bank Reconciliation as presented. <b>All Agreed.</b>	
14.06.23	The 2023-2024 Asset Register was discussed. The Parish Council noted that the Rose & Crown defibrillator was not included, neither was the community notice board at the playground. The Clerk would contact the insurance company to make arrangements for these to be included, and represent the Asset Register at the July meeting.	<b>Clerk</b>
15.06.23	Cllr. Haigh proposed, Cllr. Steer seconded and it was <b>RESOLVED</b> to approve the 2023-2024 Risk Assessment. <b>All Agreed.</b>	
16.06.23	Cllrs. <b>NOTED</b> receipt of the Independent Internal Auditors report which forms part of the 2022-2023 Annual Governance & Accountability Return.	
17.06.23	Cllr. Livall proposed, Cllr. Haigh seconded and it was <b>RESOLVED</b> to approve the 2022-2023 Annual Governance Statement. <b>All Agreed.</b> The Chairman and Clerk signed the Statement.	
18.06.23	Cllr. Steer proposed, Cllr. Livall seconded and it was <b>RESOLVED</b> to approve the 2022-2023 Accounting Statement. <b>All Agreed.</b> The Chairman and the Clerk signed the Statement.	
19.06.23	Cllr. Moody proposed, Cllr. Haigh seconded and it was <b>RESOLVED</b> to set the Public Inspection Period for the 2022-2023 accounts as Monday 12 <sup>th</sup> June through to Friday 21 <sup>st</sup> July 2023. <b>All Agreed.</b> The Clerk would make the necessary arrangements for publication.	<b>Clerk</b>
<b>9.</b>	<b>Children's Playground</b>	
20.06.23	All in order. Cllr. Moody handed the Clerk the inspection sheets for filing. The Clerk would contact some play equipment suppliers about possibly refreshing some pieces of equipment.	<b>Clerk</b>
<b>10.</b>	<b>Recreation Ground &amp; Pavilion</b>	
21.06.23	All in order. Cllr. Moody requested an informal meeting be arranged between the PC and IAFC about plans for the pavilion and football pitches. <b>All agreed.</b>	<b>Clerk</b>

22.06.23 Cllr. Haigh reported she had watered the Jubilee Grove as there had not been any substantial rainfall for a significant amount of time.

**11. Woodland**

23.06.23 Nothing further to report.

**12. Co-Option of a Parish Councillor**

24.06.23 Nothing further to report.

**13. B4058 Speeding**

25.06.23 A new volunteer had come forward to join the Community Speedwatch Group – details had been passed to the resident spearheading this initiative. Nothing further to report.

**14. Accounts for Payment**

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

Payee	Chq No		Net	VAT	TOTAL
Mrs. P. Evans	SO	Clerk's Salary - May	£445.55	£0.00	£445.55
Elite Cleaning (SW) Ltd	1721	Elite Cleaning	£65.00	£13.00	£78.00
KLH Landscaping	1722	Playground Grasscutting	£100.00	£0.00	£100.00
Mrs. C. Roylance	1723	Independent Internal Audit	£120.00	£0.00	£120.00
			<u>£730.55</u>	<u>£13.00</u>	<u>£743.55</u>

27.06.23 Cllr. Livall proposed, Cllr. Moody seconded and it was **RESOLVED** that the above accounts be paid. Cllrs. Livall and Steer witnessed the invoices and signed the cheques. **All Agreed.**

**15. Councillors Open Forum**

28.06.23 Cllr. Haigh had attended the recent T&PC meeting on planning and was now receiving a copy of the Local Authority planning newsletter.

29.06.23 Cllr. Haigh reported the next CEF would take place on-line on 22<sup>nd</sup> June at 7.00pm. Cllr. Haigh reported she was unable to attend – Cllr. Steer would endeavour to attend.

30.06.23 Cllr. Haigh reported that Bromford were selling former social housing houses in Rangeworthy.

31.06.23 Clerk had prepared a letter to the Old Post Office which would be sent shortly.

**Clerk**

The meeting closed at 8.54 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 4<sup>th</sup> July 2023.

Signed

.....

Date

.....