

RANGEWORTHY PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF RANGEWORTHY PARISH COUNCIL HELD AT 7.30PM ON TUESDAY 22nd JUNE 2021 RANGEWORTHY MEMORIAL HALL

Those Present

Councillors: Miss. W. Moody Mrs. M.J. Steer Mr. K. Livall Mr. D. Moore
Mrs. P.J. Evans (Clerk)
Cllr. J. Lean (South Glos. Council Representatives)

Three members of the public were present.

The Chairman welcomed everyone to the first physical meeting of the Parish Council since March 2020.

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.

		<u>Action</u>
A.06.21	The members of public present wish to listen to discussions surrounding planning application P21/03370/F specifically the trees and boundaries. Additional concern was expressed regarding all additional developments within the parish and the resultant road traffic problems. There was a possibility of yet another development consisting of 25 houses and another application for multiple dwellings. The Wotton Road was a very fast road despite the 30mph speed limit and it was dangerous attempting to cross the road or try to exit from one of the side roads. There was concern about applications where things do not appear to be very accurate. Parish Councillors assured the members of public they had pointed all of this out to planning officers over the years, but the SGC Highways Officer usually stated there was nothing to worry about.	

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

1.	Apologies for Absence	
01.06.21	Cllr. Haigh had advised she would join the meeting later. Apologies were received from District Cllrs. Young and Clarke.	
2.	Declarations of Interest Relating to Agenda Items	
02.06.21	There were no declarations of interest.	
3.	Minutes of the Previous Meeting	
03.06.21	Cllr. Livall proposed, Cllr. Steer seconded and it was RESOLVED to approve the minutes of Tuesday 4 th May 2021 as a true and accurate record of the proceedings following one typographical amendment. All Agreed.	
4.	South Gloucestershire Councillors Report	
04.06.21	SGC Councillors had provided a written report which was noted by the Parish Council. The report focused on new accessible vehicles handed to Community Transport Operators; 2023 Review of Parliamentary Constituencies; planning approval granted for new Scout Hut at Ram Hill; SGC Consultation (Green Infrastructure Strategy, All Age Learning Disabilities Strategy, questionnaire for parents and carers of children, young people and adults with learning disabilities and Yate Masterplan). The Clerk was advised to contact Tracy Hamblett at SGC	

to enquire about having speed wires across the road to monitor traffic movements and speed.

5. Clerk's Report

05.06.21 The Clerk had submitted a written report which was noted by Parish Councillors. A copy is appended to these minutes.

06.06.21 In connection with item 6, the Clerk would include a copy of the URL link to the Parish Council's web site in the next Parish Magazine article.

Clerk

6. Planning Matters

07.06.21 P21/03370/F | Kilgobbin House, Wotton Road, Rangeworthy, BS37 7NB | Erection of 2 no. detached dwellings with associated garages, parking and associated works | To make the following observations - Although Rangeworthy Parish Council acknowledge the proposed development is within the established settlement boundary, it is immediately adjacent to the boundary and overlooks open countryside – refer to PT18/3915/O as an immediately adjoining application which was refused by SGC. Any further development this close to the settlement boundary could be perceived as a 'green card' to expand outside the established boundary; The Parish Council considers this development does not in any way enhance or respect the distinctiveness and character of Rangeworthy. The Parish Council believes this proposed development would result in a modern cul-de-sac type of development which is completely out of character for the rest of the village and would intrude into semi-open countryside. Therefore, the Parish Council believes this development is contrary to the SGC PSP, Policy PSP1, PSP2 and PSP3; South Gloucestershire Council has achieved their five-year land supply, therefore there is no specific housing need within the parish of Rangeworthy for this additional development, especially large four-bedroomed dwellings; Access to the development is immediately opposite an already approved eight dwelling development (PT17/3260/O). It is the opinion of Rangeworthy Parish Council this new development would add to traffic movements on and off the busy Wotton Road and increase the possibility of road traffic accidents; Rangeworthy Parish Council note that an arboricultural report has been submitted identifying seven mature trees that would be required to be felled in order to accommodate the new dwellings. All bar one of those seven trees are considered to be in good/fair condition. The felling of these trees would have an adverse impact on the immediately adjoining countryside, as well as being a loss of natural habitat.

08.06.21 P21/04084/F | Roseville Cottage, Wotton Road, Rangeworthy, BS37 7LS | Erection of second storey rear extension to form additional living accommodation | NO OBSERVATIONS.

7. Planning Decisions

09.06.21 P21/00907/F | Laurel House, Wotton Road, Rangeworthy, BS37 7LX | Erection of single storey outbuilding to form office/playroom | APPROVE WITH CONDITIONS.

10.06.21 P21/02364/F | Oakfield House, Wotton Road, Rangeworthy, BS37 7LZ | Works to fell 2 no. Sycamore trees which are covered by SGTPO 14/17 dated 05/09/2017 | APPROVE WITH CONDITIONS.

8.	Financial Matters	
11.06.21	The Clerk presented the monthly financial report and reported the following balances (as at 25 th May 2021 and 4 th June 2021), which were noted by Parish Councillors. Business Current Account: £ 100.00 (Statement 368 – 25.05.21) Business Reserve Account: £58,025.11 (Statement 128 – 04.06.21)	
12.06.21	An up-to-date Receipts and Payments Account identifying spending and receipts compared to budget was also noted by Parish Councillors.	
13.06.21	The 2020/21 VAT Refund of £1,435.97 had been paid into the bank account by HMRC on 3 rd June 2021.	
14.06.21	Cllr. Steer proposed, Cllr. Moody seconded and it was RESOLVED to vire across £19,157 from CIL Earmarked Reserves to the 2021/2022 CIL Budget. All Agreed.	Clerk
15.06.21	Cllr. Livall proposed, Cllr. Moore seconded and it was RESOLVED to vire across £270 from General Reserves to the 2021/2022 Woodland Other Works Budget. All Agreed.	Clerk
16.06.21	The Clerk reported the Independent Internal Audit had taken place on Saturday 22 nd May 2022 – All in order. The IIA had completed the Internal Auditor’s part of the 2020/2021 AGAR.	
17.06.21	Rangeworthy Parish Council’s 2020/2021 accounts identified that receipts and payments had not exceeded the £25,000 threshold. Therefore, the Parish Council was able to certify themselves as exempt from a Limited Assurance Review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2012. Cllr. Steer proposed, Cllr. Livall seconded and it was RESOLVED to adopt the Certificate of Exemption, which was duly signed by the Chairman and the Responsible Finance Officer. All Agreed.	
18.06.21	Cllr. Moore proposed, Cllr. Steer seconded and it was RESOLVED to approve the 2020/2021 Annual Governance Statement. All Agreed. The Statement was duly signed by the Chairman and the Responsible Finance Officer.	
19.06.21	Cllr. Moore proposed, Cllr. Livall seconded and it was RESOLVED to approve the 2020/2021 Accounting Statement. All Agreed. The Statement was duly signed by the Chairman and the Responsible Finance Officer.	
20.06.21	Cllr. Moody proposed, Cllr. Steer seconded and it was RESOLVED to set the period for the Public Rights to Inspect the 2020/2021 accounts as Monday 28 th June 2021 through to Friday 6 th August 2021 inclusive. All Agreed.	
21.06.21	The above information would be uploaded to the Parish Council’s web site as required by the 2020/2021 Annual Governance and Accountability Return.	Clerk
9.	Children’s Playground	
22.06.21	All in order – the grass cutting has recommenced. The grounds maintenance contractor had found a large bee’s nest the hedge which had been taped off and reported to the Clerk. When the Clerk visited the playground, the bees had gone.	
23.06.21	Cllr. Livall proposed, Cllr. Moore seconded and it was RESOLVED to pay the invoice presented by Playdale, this being 50% of the total cost of the new play equipment. All Agreed. Cllrs. had been kept up to date with regard to the installation of the new play equipment – the estimated installation date had been	

week commencing 28th June 2021. However, the Clerk advised that following a telephone call from Playdale on 21st June 2021, they were now looking at possibly the 30th June to begin work. Cllr. Livall had advised the Hall Committee were content with the installers using the toilet and handwashing facilities in the Hall (Lister Room side) so this would not impact on any other users of the Hall. The installers also needed access to water – there was an outside tap on the side of the Hall. The Clerk would act as the main point of contact during the installation and ensure the building was opened up and secured each day.

24.06.21 Several expressions of interest had been received regarding the old non-rocking rocking horse that was due to be removed. It was agreed to hold a sealed bid auction for this obsolete piece of equipment. Playdale would remove the horse and leave it to one side in readiness for the successful bidder to collect. If necessary, the horse would be taken away and stored at the Clerk's house. The closing date for the sealed bid auction had been advertised as 9th July 2021 – this had been advertised in the Parish Magazine. The Clerk would keep Cllrs. updated.

Clerk

10. Recreation Ground & Pavilion

25.06.21 It was noted the Primary School had been using the recreation field for their sports activities. A number of jobs need attending to – the access footpath from the Wotton Road needed cutting back of brambles; the Pavilion and store room needed an external coat of paint; the storage compound needed cutting back of brambles and generally tidying; and the encroachment of brambles along the boundary wall (towards the pub) needed cutting back. The Clerk would make arrangements to obtain quotes to get the jobs done.

Clerk

26.06.21 The Clerk had ordered the tamper-proof notice board which would be fitted as soon as it arrived. A new set of step ladders had also been ordered. The Clerk would purchase a new pin-code access lock for fitting.

Clerk

27.06.21 The Clerk would be contacting RAFC to establish their plans for the forthcoming football season.

Clerk

11. Woodland

28.06.21 The Clerk would progress the installation of the new kissing gates and repairs to the existing gates. The Clerk advised she had been contacted by a resident concerned at the extent of the vegetation clearance by National Grid underneath their overhead lines. The Clerk advised the resident this work had been planned by NCG and was undertaken every 3 or 4 years. Cllr. Moody reported that the vegetation had already begun to re-grow and was nearly 40cm in height in some places.

12. Parish Council Owned Land

29.06.21 Following an approach by a neighbour of some Parish Council owned land, Cllr. Livall proposed, Cllr. Moore seconded and it was **RESOLVED** the Parish Council did not wish to sell any land. **All Agreed.** Additionally, the Clerk advised it was not simply a case of selling off land, as the Parish Council would have to comply with Section 127 of the Local Government Act 1972 (Disposal of Parish Council Land). This would require that the Parish Council's intention to dispose of land must be advertised in a locally circulated newspaper for two consecutive weeks, any comments/objections would have to be considered, and then a valuation of the land would be required to comply with the General Disposal Consent element of S.127 – so long as the land was valued at less than

£2m then the consent of the Secretary of State would not be required. The whole process was very complicated and expensive in terms of valuation fees and legal fees.

13. July Meeting Date

30.06.21 In light of the current deferral of the lifting of lockdown social distancing requirements, it was agreed to hold the next Ordinary Meeting of Rangeworthy Parish Council on 20th July 2021 in the Main Hall commencing at 7.30pm.

14. The Queen's Platinum Jubilee – June 2022

31.06.21 Plans to celebrate the Queen's Platinum Jubilee were discussed. Cllr. Haigh suggested planting a small grove of Silver Birch trees and siting a bench at the recreation ground (to the right of the pavilion and footpath) consisting of seven trees – one for each decade of the Queen's ascension to the Throne. The cost would be approximately £65/tree (10lt pots) plus planting. The best time to plant the trees would be October. Cllr. Haigh was asked to provide detailed information to the next Parish Council meeting, including establishing whether the trees would interfere with any overhead/underground cables, and not cause a nuisance to the neighbouring properties.

LH

15. Accounts for Payment

32.06.21 The Clerk confirmed the following invoices as accurate and due for payment.

Mrs. P. Evans	Clerk's Salary – May	£402.50
Elite Cleaning (SW) Ltd	Pavilion Cleans – May	£65.00
South Gos. Council	Grounds Maintenance – April	£219.54
South Gos. Council	Localism Charges (Dog Bins)	£187.86
KLH Landscaping	Playground Grounds Maintenance	£120.00
KLH Landscaping	Playground Grounds Maintenance	£80.00
Playdale	New Play Equipment (50%)	£6,466.50
Rangeworthy Memorial Hall	Room Hire	£9.00
Mrs. P. Evans	Zoom Monthly Subscription	£14.39
Mrs. P. Evans	Litter Picking Sticks	£106.56
Mrs. P. Evans	3-step Step Ladder	£21.95
Mrs. P. Evans	Notice Board	£43.33
South Gos. Council	Ground Maintenance – May	£329.31

33.06.21 Cllr. Moore proposed, Cllr. Steer seconded and it was **RESOLVED** that the above invoices be paid. **All Agreed.**

16. Parish Councillors Open Forum

34.06.21 Parish Councillors noted that the format of the meeting had not worked very well – the use of masks compounded with social distancing meant it was extremely difficult to clearly hear discussions.

35.06.21 Cllr. Haigh had attended the recent Frome Valley CEF and would write up her notes for circulation to Parish Councillors. It was still felt that the Frome Valley CEF focused on Winterbourne and Frampton Cotterell rather than issues relating to the Rangeworthy area as the previous Cotswold Edge CEF had done. There had been a very interesting presentation on Climate Change and information about electric vehicle charging points.

36.06.21 Cllr. Haigh reported that Westerleigh Parish Council had produced a Disaster Emergency Plan, which might be a good idea for Rangeworthy.

37.06.21	Cllr. Livall reported that the Hall Committee would be clearing out and taking down the old leaning shed in the car park. village pound – wall is collapsing; Rangeworthy Court is in a terrible state, wrack and ruin. Grade II listed.	
38.06.21	Remedial work was required to repair the village Pound wall which was collapsing.	
39.06.21	Cllrs. noted that the condition of Rangeworthy Court was deteriorating and that the SGC Dog Warden had had cause to attend the Court.	
40.06.21	Cllr. Moody advised the Police speed van had recently been in the gateway opposite Patch Elm Lane.	
41.06.21	The community Book Swap had re-opened and was going smoothly.	
42.06.21	The Clerk to progress the Conservation Area Review of the Church Lane area.	Clerk

The meeting closed at 9.35pm.

The next Ordinary meeting of Rangeworthy Parish Council would be held on Tuesday 20th July 2021, in the main hall of Rangeworthy Memorial Hall, commencing at 7.30pm.

Signed

Date

RANGEWORTHY PARISH COUNCIL

Clerk's Report

Agenda Item 5

Activities up to 22nd June 2021

1. As Councillors will be aware, the last stage of the Government's Four-Step Approach to the Easing of Lockdown has been delayed a further four weeks until July.
2. The Clerk can advise that a draft licence is currently being prepared (for approval and signing by the Parish Council) for the maintenance of the verge along the Wotton Road. The contents of the licence were not yet known (eg insurance liability of the eight mature trees in the verge etc). As soon as the licence is received it will be forwarded to Parish Councillors for their review and acceptance. The next step would be to obtain a quote from a maintenance contractor for the cost of cutting the verge.
3. Unfortunately, there is a problem with the supply of litter picking sticks ordered in May primarily due to the supply of materials. Delivery is now anticipated at the beginning of August. The Clerk managed to purchase the 10 sticks at £8.38/stick plus VAT as part of a 'community package' rather than the £14.19/stick plus VAT.
4. The Clerk was contacted by a resident enquiring about a Rangeworthy Parish litter picking programme similar to the one mentioned in the Parish Magazine article by Wickwar Parish Council. The resident advised their teenager was participating in the Duke of Edinburgh's Award Scheme and as part of the 'community work' element, thought that community litter picking would comply. The Clerk advised that Rangeworthy Parish Council was not organising a public scheme because of the current COVID-19 legislation and the risk to residents. However, if individuals wished to borrow a stick and pick up litter in a private capacity, the Parish Council was happy to loan a stick.

5. Avon & Somerset Police Community Beat Team has recommenced their confidential surgeries. As such, they would like to hold three one-hour sessions on Wednesday 7th July, 25th August and 20th October between 11.00am and noon. The Hall Committee has advised the Lister Room is available on all dates at a cost of £3/session. An invoice is presented for payment for £9 under Accounts for Payment.
6. Time has been spent further developing the Parish Council's web site in readiness for uploading the 2020/2021 financial information. The web site is quite basic in design but hopefully provides residents with all the essential information. Additional work will need to be done to add photographs. Permission has been obtained from the photographer of the recent photos taken to submit to the T&PC Forum. More work is required to ensure GDPR privacy notices/permissions are available for inspection.
7. Cllrs. will have noticed a change of 'font' for Parish Council documents (apart from the Minutes). This new font hopefully delivers an easier read and offers a refreshing standard throughout the Parish Council's suite of documents.