

RANGEWORTHY PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF RANGEWORTHY PARISH COUNCIL HELD AT 7.30pm ON TUESDAY 4th JULY 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.

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.07.23 | There was no public participation.

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

1. Apologies for Absence

01.07.23 Apologies were received, noted and accepted from Cllr. Steer. Apologies were also noted from Local Authority Cllrs. Young, Clark and Lean.

2. Declarations of Interest Relating to Agenda Items

02.07.23 There were no declarations of interest.

3. Minutes of the Previous Meeting

03.07.23 Following one amendment, Cllr. Livall proposed, Cllr. Haigh seconded and it was **RESOLVED** to approve the minutes of Tuesday 6th June 2023 as a true and accurate record of the meeting. The Chairman signed the minutes. **All Agreed.**

4. South Gloucestershire Councillors Report

04.07.23 Cllrs. had previously circulated a copy of their monthly report which contained information relating to the ongoing Suez pay dispute and industrial action.

5. Clerk's Report

05.07.23 Bagstone Issue – The Clerk had been contacted by a resident about a longstanding issue with regard to the smell and presence of oil in a ditch off the Wotton Road alongside a private drive. The issue was first reported in November 2022. Initially South Gloucestershire Council Environmental Health department was involved in the investigation, however it would appear that any further investigations or solutions to the problem have come to a halt. The latest report was that an SGC Environmental Health Officer visited one of the elderly residents on 21st June 2023 (apparently failing to show any form of identification). A solution to the problem did not appear any further forward. Cllr. Haigh queried whether the Environment Agency should be advised as the ditch may well flow into adjacent water-courses.

6. Planning Matters

06.07.23 P23/01665/F | Land at The Grange, Bagstone Road, Rangeworthy | Erection of 2 no. detached dwellings with the creation of access and associated works | TO OBJECT – See Appendix A attached.

07.07.23 P23/01929/F | Oakfield Farm, Green Lane, Rangeworthy, GL12 8BD | Temporary stationing of a mobile home for a 3-year period to provide agricultural workers accommodation (retrospective) re submission of P22/06119/F) | To OBJECT – the Parish Council appreciates the mobile home is already in situ, however the Parish Council still does not consider this application complies with classification as an SGC PSP41 Rural Workers Dwellings.

7. Planning Decisions

08.07.23 None received.

8. Financial Matters

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

10.07.23 Business Current Account - £100.00
Business Reserve Account - £54,034.37

11.07.23 The receipts and payments account as of 4th July 2023 was noted.

12.07.23 The Clerk had identified an error in the 2022-2023 Annual Accounting Statements prior to submission to BDO – the figure in Box 9 should have been £169,242. Cllr. Moody proposed, Cllr. Livall seconded and it was **RESOLVED** to adopt the revised 2022-2023 Annual Accounting Statements. **All Agreed.**

13.07.23 Cllr. Moody proposed, Cllr. Haigh seconded and it was **RESOLVED** to remove the Clerk as a signatory on the bank account. **All Agreed.**

14.07.23 Following discussions, Cllr. Livall proposed, Cllr. Moody seconded and it was **RESOLVED** the last Standing Order salary payment to the Clerk would be made in August 2023. **All Agreed.** Any further salary payments to the Clerk would be made by cheque.

15.07.23 The Clerk had contacted Zurich Municipal to request the inclusion of the defibrillator at the Rose & Crown and the playground notice board. Zurich had included these items on the policy for 2023-2024 at no additional charge. There would however be an uplift of £17.18 in 2024-2025. Therefore Cllr. Moody proposed, Cllr. Haigh seconded and it was **RESOLVED** to approve the 2023-2024 Asset Register as presented by the Clerk. **All Agreed.**

16.07.23 For information purposed, the Clerk provided Cllrs. with a copy of the up-to-date CIL spending spreadsheet. Cllr. Haigh asked for a copy of the spreadsheet. The Clerk advised the spreadsheet was part of an Excel Workbook containing all the financial information for 2023-2024, and to extract it from the Workbook would detach certain calculations and formulae.

9. Children's Playground

17.07.23 Cllr. Livall handed the weekly playground inspection sheets to the Clerk for filing. The Whirly Bird needs attention. The Clerk would ask KLH to take a look at it the next time they cut the grass.

Clerk

10. Recreation Ground & Pavilion

18.07.23 It was agreed by Cllrs. that the informal discussions on 19th June with IAFC had been productive. Cllr. Haigh's notes of the discussions were noted. Cllr. Livall proposed, Cllr. Moody seconded and it was **RESOLVED** that to move the project forward, IAFC had agreed to obtain a surveyors report on the structural condition of the pavilion and arrange for some illustrative drawings of how the refurbished

pavilion would look. Once all of this information had been received, the Parish Council would hold an informal public consultation with residents to advise them of the Parish Council's plans and collaboration with IAFC. **All Agreed.** The Parish Council discussed and noted that, in the fullness of time, legal advice would be required to draw up a mutually agreeable leasing agreement between the PC and IAFC.

19.07.23 There was then some discussion about the financial arrangements for the proposed refurbishment and how grants received from organisations such as Sports for All would be handled. The Parish Council had access to a total of £31,943.30 (capital and revenue combined) worth of S.106 money from the Oakfield House development for Outdoor Sports Provision. The proposed refurbishment of the pavilion was an ideal use for this money. The next steps would be to liaise with SGC S.106 Officer, however more definitive plans would be needed in order to complete the S.106 application to SGC.

20.07.23 The Clerk advised that £26,329.96 (capital and revenue combined) worth of S.106 money had been allocated to the Parish Council from the Oakfield House development to provide a new sports wall at the recreation ground. Completion of SGC's "Project Management Plan" document was required in order to access this money. However, in light of the proposed refurbishment of the pavilion and IAFC's use of the football pitches, the Parish Council would need to reconsider the location of the sports wall.

21.07.23 Cllr. Haigh advised the Parish Council she had a certificate in Project Management and was happy to volunteer to take on the role. Following discussions, it was ascertained that Cllr. Haigh was thinking more along the lines of project management of the financial and paperwork side of the project whilst the new Clerk settled into the role. The Clerk recommended that all aspects of responsibilities and management of the pavilion refurbishment project must be formally resolved by the Parish Council at the appropriate time, giving clear terms of reference.

22.07.23 The Parish Council noted use of the recreation ground and pavilion by the village Primary School for their annual sports day on 27th June 2023 – a successful event.

23.07.23 IAFC wished to book use of the football pitches and pavilion for every Saturday in August for some friendly matches. The Parish Council agreed this was acceptable.

Clerk

24.07.23 The Clerk had emailed RAFC to asked their intended use of the pavilion and pitches for the forthcoming 2023-2024 football season. A response was awaited.

11. Woodland

25.07.23 The Hedgehog Hero sign had been delivered to Cllr. Moody. It was agreed the sign should be placed adjacent to the style in the northern corner of the woodland either to the wall or wooden posts. The Clerk would ask KLH to advise on the best method.

Clerk

26.07.23 The Parish Council noted that a total of £24,484.08 (capital and revenue combined) worth of S.106 funding from the Oakfield House development had been allocated to the Parish Council. This S.106 money was for improvement works to the woodland track. In order to access the money the Parish Council would need to complete SGC's "Project Management Plan" document.

12. B4058 Speeding

27.07.23 Nothing further to report.

13. Co-Option of a Parish Councillor

28.07.23 Nothing further to report.

14. Recruitment of Clerk & Responsible Finance Officer

29.07.23 Cllrs. noted the advertisement, job description, person specification and electronically fillable application form had been uploaded to the Parish Council's website and linked to the ALCA website. A notification had also been placed on the village Facebook forum directing potential candidate to the PC's website. Paper copies of the advertisement had been placed on the PC's notice board. The Lister Room had been booked for interviews on 17th and 18th July. The Clerk advised that as of 4th July there had been no applications received. The Clerk also advised that currently there are thirteen Clerk vacancies in the ALCA region and Cromhall PC were struggling to find a replacement Clerk.

30.07.23 Cllr. Livall proposed, Cllr. Moody seconded and it was **RESOLVED** that the Interview Panel would consist of Cllrs. Moody and Livall with Cllr. Steer in reserve. **All Agreed.**

31.07.23 Cllrs. noted the Clerk's last official date of employment was 6th July 2023. The Clerk advised Cllrs. she could continue supporting the Parish Council until 19th August but would then be unavailable for 5/6 weeks.

32.07.23 Following discussions, Cllr. Moody proposed, Cllr. Livall seconded and it was **RESOLVED** that if a replacement Clerk was not appointed by 19th August, Mrs. Evans would continue to provide essential Clerking cover for the Parish Council on a month by month basis. **All Agreed.**

15. Accounts for Payment

33.07.23 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 - June | £445.55 | £0.00 | £445.55 |
| Elite Cleaning (SW) Ltd | 1724 | Pavilion Cleans - June | £65.00 | £13.00 | £78.00 |
| KLH Landscaping | 1725 | Playground Grass Cutting | £100.00 | £0.00 | £100.00 |
| South Glos. Council | 1726 | Ground Maintenance | £339.04 | £67.81 | £406.85 |
| Mrs. P. Evans | 1727 | Microsoft 365 Licence | £79.99 | £0.00 | £79.99 |
| Mrs. P. Evans | 1727 | Toner Cartridge | £19.04 | £3.81 | £22.85 |
| | | | £1,048.62 | £84.62 | £1,133.24 |

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

16. Councillors Open Forum

35.07.23 Cllr. Haigh advised there would be a Town & Parish Council Forum meeting (in person) later this month.

36.07.23 The Clerk had forwarded information from ALCA regarding the national lighting of beacons to celebrate the 80th anniversary of D-Day on 6th June 2024. Cllrs. considered participating, but felt there would be enough beacons in adjacent locations.

37.07.23 | Cllr. Moody reported that Patch Elm Lane had finally been resurfaced. The top end of the Lane (from Wotton Road to the egg farm) had not been resurfaced as SGC felt it was in a sufficient condition.

The meeting closed at 9.30 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 5th September 2023.

Signed _____

Date _____

Appendix A

P23/01665/F | Land at The Grange, Bagstone Road, Rangeworthy | Erection of 2 no. detached dwellings with the creation of access and associated works

Rangeworthy Parish Council wish to OBJECT to this planning application, and would comment as follows.

The proposed development is outside of the settlement boundary. As far as the Parish Council is aware, South Gloucestershire Council has still achieved its five-year land supply, therefore there are no exceptional reasons to grant planning permission outside of settlement boundary constraints. This was SGC's one and only reason for refusal of planning application PT18/4992/F for the same site, but for three new dwellings. The Parish Council would also draw SGC's attention to the Planning Inspectors dismissal of the applicants appeal for a previous planning application refusal (PT18/4992/F) on the same site, dated 27th March 2019.

The Parish Council consider that the Transport Report provided by the applicant is out of date – it refers to bus services through the village.

The applicant proposed two houses on this site. These new dwelling will generate additional traffic movements through two new accesses onto an already very busy road, which is in need of a pedestrian controlled crossing in order to get children safely to school, as identified by the Strategic Planning Team in 2014. The proposed new accesses will be on a stretch of the B4058 where the speed limit changes from 40mph down to 30mph. This stretch of road is notorious for traffic continuing to travel at 40mph.

Rangeworthy Parish Council would emphasise there are high voltage power cables running directly over the proposed development site. These may concern residents of the proposed houses with regards to their health (Electro Magnetic Fields). The Parish Council query whether the National Grid and Western Power Distribution have been consulted as owners of the overhead lines? There is a safety requirement to keep a specific gap between the OHL's and any development underneath these live electricity lines.

The Parish Council would also point out the site was used as the 'village tip' for decades including the pre-WWII era. A thorough and comprehensive investigation of the soil/ground beneath the development site is required to ascertain whether there is any contamination of the ground.

The Parish Council would also point out that the area directly opposite the proposed development site was used as a small-scale quarry, hence the land being substantially lower on that side of the road. The Parish Council would urge that thorough and exhaustive investigations are undertaken to establish that the land is suitable for development.

The site is adjacent to the Community Woodland owned by Rangeworthy Parish Council. When the Woodland was established, the applicants were very concerned about a perceived loss of privacy to their property. Residents of the proposed dwellings may feel likewise.

There is a boundary wall adjoining the site belonging to the Parish Council, which the applicants have in the past requested the Parish Council to maintain. If they wish this arrangement to continue, access will have to remain by mutual agreement.

This is a speculative application for yet more aspirational housing which the village does not need or require. The Parish Council can only reiterate our previous observations reflecting comments by residents that the urgent need is for smaller, low-cost and affordable homes for first time buyers, i.e. young people who would like to remain or return to the village, and bungalow properties for those who wish to downsize.

Rangeworthy Parish Council would therefore urge SGC Planning Officers to refuse this application.