

RANGEWORTHY PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF RANGEWORTHY PARISH COUNCIL HELD AT 7.30PM ON TUESDAY 7th SEPTEMBER 2021 LISTER ROOM, 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. C. Young, (South Glos. Council Representative)

No members of the public were present.

The Chairman welcomed everyone to the meeting.

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.

A.09.21	There was no public participation.	<u>Action</u>
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The formal meeting of the Council then commenced as follows:-

1.	Apologies for Absence	
01.09.21	Apologies were received, noted and accepted from Cllrs. Haigh, Clark & Lean.	
2.	Declarations of Interest Relating to Agenda Items	
02.09.21	No declarations were received.	
3.	Minutes of the Previous Meeting	
03.09.21	Cllr. Moore proposed, Cllr. Steer seconded and it was RESOLVED to approve the minutes of Tuesday 20 th July 2021 as a true and accurate record of the proceedings. The Chairman signed the minutes. All Agreed.	
4.	South Gloucestershire Councillors Report	
04.09.21	SGC Cllrs. had previously circulated their report which was noted by Parish Councillors and included information on the business case and future consultation for Charfield railway station; B4059 Yate Road Drainage Works; Winterbourne High Street delayed works; Thornbury High Street TRO; SGC Platinum Jubilee Grant Scheme.	
05.09.21	Regarding the Platinum Jubilee grant funding from SGC, applications open on 13 th September 2021 and close on 12 th November 2021. Groups can apply for funding of Platinum Jubilee celebrations (within the remit of certain criteria) from £100 to £3,000. The Clerk will mention this in the next Parish Magazine article and put something on the village Facebook forum.	Clerk
06.09.21	Parish Councillors noted there were many letters of complaint in the press about the pedestrianisation of Thornbury High Street. It was also noted there were five separate Traffic Regulation Order consultations for people to comment on.	
5.	Clerk's Report	
07.09.21	The Clerk had submitted a written report which was noted by Parish Councillors. A copy is appended to these minutes.	

- 08.09.21 Regarding item 5 of the Clerk's Report, the Clerk was asked to ascertain how frequently the mobile speed camera was positioned in the Parish.
- 6. Planning Matters**
- 09.09.21 P21/05242/F | Rose Cottage, Church Lane, Rangeworthy, BS37 7ND | Demolition of existing outbuildings. Erection of 1 no. dwelling with associated works | TO OBJECT – Parish Councillors noted that although there have been minor amendments made compared to previous application (P20/16784/F and P21/02555/F), the Parish Council still considered this application to be overdevelopment of the site; the proposed dwelling still appeared to be positioned extremely close to adjacent Locally Listed buildings (the School House and Village Primary School); there would still be an increase in traffic movements into and out of Church Lane, which was a very narrow lane with double yellow, no parking markings at the entrance – these markings being installed by South Gloucestershire Council.
- 10.09.21 P21/04969/F | Barn at Pear Tree Barn, Wotton Road, Rangeworthy, BS37 7NE | Erection of single storey replacement front extension, installation of first floor and associated works to facilitate change of use from barn to 3 no. holiday lets (Class C3) as defined in the Town & Country Planning (Use Classes) Order 1987 (as amended) | NO COMMENTS.
- 11.09.21 P21/05061/F | The Stables, Tanhouse Lane, BS37 7LP | Demolition of existing buildings. Erection of 3 no. detached dwellings and associated works (resubmission of P20/23932/F) | An Adjoining Parish Notification | The Parish Council resolved to make no comments on this application.
- 7. Planning Decisions**
- 12.09.21 P21/02355/F | The Paddocks, New Road, Rangeworthy, BS37 7QH| Installation of 2 no. front dormers to provide additional living accommodation | APPROVE WITH CONDITIONS.
- 13.09.21 P21/00826/RM | Willow House, Tanhouse Lane, BS37 7QA | Erection of 1 no. dwelling with appearance, landscaping, layout and scale to be determined for plot 3 (approval of reserved matters to be read in conjunction with outline permission PK17/1173/O) | APPROVE WITH CONDITIONS.
- 8. Financial Matters**
- 14.09.21 The Clerk presented the monthly financial report and reported the following balances, which were noted by Parish Councillors.
- 15.09.21 Business Current Account: £ 100.00
Business Reserve Account: £47,565.71
- 16.09.21 An up-to-date Receipts and Payments Account identifying spending and receipts compared to budget was also noted by Parish Councillors, and included all payments presented under agenda item 16.
- 17.09.21 The Clerk had undertaken a half-yearly review of the Receipts and Payments Account and scrutinised all budget categories. No further exceptional expenses/payments were anticipated.
- 18.09.21 Following discussions, Cllr. Moore proposed, Cllr. Livall seconded and it was **RESOLVED** to vire £65.00 from budget category Pavilion Utilities to Pavilion Miscellaneous Maintenance to cover the overspend incurred for the notice board and step ladders. **All Agreed.**

19.09.21	Additionally, Cllr. Moore proposed, Cllr. Livall seconded and it was RESOLVED to vire £65.00 from budget category Pavilion Utilities to Miscellaneous Expenses to cover the overspend for the new defibrillator pads. All Agreed.	
20.09.21	The Clerk had produced a spreadsheet detailing CIL receipts and expenditure since 2016/2017. This spreadsheet showed a cumulative balance of £24,055.96 to be spent on infrastructure projects within the parish. Cllrs. agreed this was a useful spreadsheet and requested the Clerk to provide Cllrs. with an updated report in April and September each year.	Clerk
9.	Children's Playground	
21.09.21	All in order. The replacement mats had been supplied by Playdale and would be fitted by KLH; compliments continue to be received about the new play equipment; the play inspection sheets have been amended to include the new pieces, and the insurance company will be advised of the replacement/new equipment. The annual RoSPA inspection is due to take place in September. The Clerk was expecting a call from the hedge cutter to arrange a date for the annual hedge trim.	
22.09.21	Cllr. Moody had undertaken the weekly safety inspections for August and handed the sheet to the Clerk for filing. It was noted that the carved wooden bench needed attention.	
10.	Recreation Ground & Pavilion	
23.09.21	Parish Councillors discussed RAFC's offer of £1,000 for the rental of the Pavilion and two pitches for the forthcoming 2021/2022 Football Season. Cllr. Moore proposed, Cllr. Livall seconded and it was RESOLVED to accept the offer. This acceptance would be conditional upon the Parish Council being a liberty to open the pavilion and pitches out for additional rental to other local football teams and receipt of RAFC's fixture list for the forthcoming season. All Agreed.	
24.09.21	The Clerk was asked to progress the installation of an external push-button lock to the main entrance door.	Clerk
25.09.21	The Clerk was asked to investigate costs relating to a refresh (paint/cleaning) of the pavilion internally.	Clerk
26.09.21	It was noted that the pitches had not been cut even though the grounds maintenance routine suggested they should have been cut on 3 rd September. The Clerk will chase SGC.	Clerk
11.	Woodland	
27.09.21	All in order. The strip of land underneath the overhead power lines is re-growing.	
12.	The Queen's Platinum Jubilee – June 2022	
28.09.21	Cllr. Moore proposed, Cllr. Steer seconded and it was RESOLVED to establish a grove of seven Birch trees in the bottom corner of the Recreation Field (behind the Rose & Crown) using a maximum budget of £700.00 from CIL funding. All Agreed. The boundary would need to be cleared before any planting could commence. The Clerk will make arrangements for the clearance.	

29.09.21 Cllr. Steer proposed, Cllr. Livall seconded and it was **RESOLVED** to accept the offer of two free Oak trees from The Honourable Company of Gloucestershire. **All Agreed.** The location for these two Oaks would be agreed at a later stage.

13. Defibrillator

30.09.21 Use of the defibrillator had been required on the 6th August 2021, but unfortunately the person had passed away before the unit could be used. The unit was returned minus the pads and battery. New pads and battery were obtained by the Clerk immediately and the unit was returned to use the following day, 7th August. The Clerk had advertised in the Parish Magazine for a ‘Guardian’ to monitor the unit on a monthly basis - three residents had volunteered their time. The Clerk had met with two volunteers to run through the checking procedure and they were happy to continue. Any issues would be reported to the Clerk. The Clerk would check with the Parish Magazine editors to see if a one-page notice could be included highlighting the procedure for use of the unit which could be ripped out and put on fridges etc.

Clerk

31.09.21 Following discussions Cllr. Moody proposed, Cllr. Livall seconded and it was **RESOLVED** to purchase a second HeartSine Samaritan 500P AED (£895 plus VAT) and an external heated cabinet (£439 plus VAT) to be located on the Memorial Hall. The Parish Council would pay for installation at a cost of approximately £150. **All Agreed.** The Clerk would liaise with the Hall Committee to arrange installation.

Clerk

14. Adoption of Policies

32.09.21 The Clerk advised that as part of the S.106 Expression of Interest Forms the Parish Council was required to have adopted policies in respect of Child Protection & Vulnerable Persons, and Equal Opportunities. The Clerk had therefore circulated standard model policies from the Society of Local Council Clerks library. It was noted that although the Parish Council does not usually engage in activities that included children and vulnerable person, it was prudent to have policies in place.

33.09.21 Cllr. Moore proposed, Cllr. Steer seconded and it was **RESOLVED** to adopt both these policies. **All Agreed.**

15. South Gloucestershire Council – Section 106 Funding – Expression of Interest

34.09.21 Cllrs. had been advised in August that SGC had opened up the bidding process for the S.106 money raised from the Harford Place development – deadline was 17th September 2021. The Clerk has started work on obtaining quotes for various plans. An article was placed in the September edition of the Parish Magazine asking parishioners if they had any ideas. Responses has been received which has suggested the planting of low growing vegetation underneath the OHL’s in the woodland to promote wildlife; trees to be planted on public land and along roads to form ‘avenues’ again to assist with climate change; purchasing overgrown/under used land around the village to develop allotments.

35.09.21 Additionally, an email had been received from a resident expressing concern about the inclusion of an all-weather track through the woodland to access to recreation ground. The resident had also expressed concern about the inclusion of a Sportswall and the possibility of damage to adjoining gardens by stray balls.

The Clerk was asked to respond reassuring the resident that the access gates were locked and no vehicular access to the recreation ground was permitted other than by authorised contractors, the annual oil delivery and the Clerk on occasions. Additionally, to confirm to the resident that the Sportswall would be located on the southern boundary, adjoining the open fields so as not to disturb neighbouring residents.

36.09.21 The Clerk would continue working on production of the Expression of Interest documents and liaise with Cllrs. and the SGC S.106 Officer. **Clerk**

16. Accounts for Payment

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

Mrs. P. Evans	Clerk's Salary – July	£402.50
Mrs. P. Evans	Clerk's Salary – August	£402.50
Elite Cleaning (SW) Ltd	Pavilion Cleans – July	£65.00
Elite Cleaning (SW) Ltd	Pavilion Cleans – August	£65.00
Mrs. C. Roylance	Independent Internal Audit	£120.00
KLH Landscaping	Grounds Maintenance – Play Area	£80.00
South Gos. Council	Localism Charges – Dog Bins	£187.86
South Gos. Council	Ground Maintenance – July	£291.54
Mrs. P. Evans	Clerk's Expenses – Defib Pads	£94.00

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

16. Parish Councillors Open Forum

39.09.21 The Clerk was asked to add an agenda item to the October meeting to arrange an internal freshening up of the Pavilion. **Clerk**

40.09.21 The Clerk was asked to report overhanging tree branches along the verge adjacent to Pool Farm. **Clerk**

41.09.21 The Clerk was instructed to officially write to English Heritage about the poor condition of Rangeworthy Court. **Clerk**

42.09.21 The Parish Council acknowledged receipt of a delivery of large print books for the Community Bookswap.

43.09.21 A resident had offered to refurbish the Parish Council's notice board, free of charge. This would require the notice board to be taken away for the renovation.

44.09.21 Clerk to arrange a visit to the Community Bookswap facility by the SGC Chairman or Vice Chairman to show what can be achieved at no expense and the support of community volunteers. **Clerk**

The meeting closed at 9.15pm.

The next Ordinary Meeting of Rangeworthy Parish Council would be held on Tuesday 5th October 2021, in the Lister Room of the Memorial Hall, commencing at 7.30pm.

Signed

Date

RANGEWORTHY PARISH COUNCIL

Clerk's Report

Agenda Item 5

Activities up to 7th September 2021

1. Defibrillator – Cllrs. were made aware that the defibrillator was accessed on Friday 6th August 2021. A full report is provided under agenda item 13.
2. The Clerk met with KLH Landscaping at the woodland and recreation ground on 6th August 2021 to discuss vegetation/weed clearance works. This is further reported in agenda item 10 and 11.
3. The Clerk has commenced worked on the expression of interest forms for the SGC S.106 funding from the Harford Place development. This is further reported under agenda item 15.
4. The closure of Patch Elm Lane was delayed from its original date to 1st September 2021. A further temporary road closure has been advised from SGC for Limekiln Road from its junction with Wickwar Road south-easterly for approximately 50m. This has been posted on the village Facebook forum. The notice prohibits any vehicle, pedestrian, cyclist and equestrian for up to 5 days as from 26th October 2021 to facilitate water main repair works.
5. Avon & Somerset Police held their second confidential surgery in the Lister Room on Wednesday 25th August 2021 – three parishioners attended. The issue of speeding along the Wotton Road had been brought up by one parishioner. The Police advised that the mobile speed van is deployed at places within the village, however motorists warn one another that the van is in situ and therefore comply with the speed limit.