

RANGEWORTHY PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF RANGEWORTHY PARISH COUNCIL

HELD AT 7.30pm ON TUESDAY 3RD OCTOBER 2023

LISTER ROOM, RANGEWORTHY MEMORIAL HALL

Those Present

Parish Cllrs: Miss W Moody, Miss L Haigh, Mr K Livall

LA Cllrs: Tristan Clark, Jon Lean

Clerk : Andrea Wheal

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-10/23	There was no public participation.	

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

1.	Apologies for Absence
1.1-10/23	Apologies for absence were received from Cllr Steer.
2.	Declarations of Interest Relating to Agenda Items
2.1-10/23	There were no declarations of interest.
3.	Minutes of the Previous Meeting
3.1-10/23	Cllr. Haigh proposed, Cllr. Livall seconded and it was RESOLVED to approve the minutes of Tuesday 29 TH August 2023 as a true and accurate record of the meeting. The Chairman signed the minutes. All Agreed.
4.	South Gloucestershire Councillors Report
4.1-10/23	The SGC budget is currently being prepared. Cllr Clark informed the meeting that SGC budget challenges remain. It was confirmed that the introduction of charges for SGC car parks was under consideration. A £40m savings programme is needed across four years, plus an additional £4m in year four. There will be public consultation on the budget.
4.2-10/23	Cllr Clark confirmed that public consultation on the new Local Plan is still scheduled to start at the beginning of December and will continue into the new year.
4.3-10/23	Cllr Lean highlighted the Importance of publishing an approved local plan to stem speculative applications.
4.4-10/23	Cllr Lean highlighted that it is recognised that there is a shortage of affordable housing in district.
5.	Clerk's Report
5.1-10/23	The Clerk's timesheet was noted.
5.2-10/23	It was noted that emails have been sent and received regarding parishioner concerns over the condition of the grass verges at the

entrance to Berrows Mead. Cllr Haigh provided an update. Last month Cllr Haigh herself cut one of the verges and two days later SGC cut the other.

5.3-10/23

Non-payment of rent for the Parish land adjacent to the Old Post Office was discussed. It was noted that a new contract for renting this land was signed when the current occupants of the Old Post Office purchased the property. Payment of rent for the Parish land is also in the title deeds for the property. The contract allows for an inflationary annual increase in the rent. There has been some contact between the Parish Council and the residents over the years as there has been liaison over hedge cutting and possible purchase of the land.

Clerk

Cllr Moody proposed, Cllr Livall seconded and it was **RESOLVED** to issue this year's invoice and re-issue the letter regarding missing rent payments that was sent to the occupants last Autumn. The Clerk will contact Deborah White (ALCA) to see if initial free legal advice is available if needed. The Clerk will go through the files and look for all previous correspondence regarding rent payments.

6. Planning Applications

6.1-10/23

It was noted that no new planning applications within the parish have been received.

6.2-10/23

It was noted that the Parish Council's objection to application P23/01929/F (*Land At Oakfield Farm, Temporary stationing of a mobile home*) has been re-submitted to the planning department by the Clerk. Confirmation was received from the planning department that this would be dealt with. The objection is still not showing on the portal. The Clerk will continue to chase this issue.

Clerk

7. Planning Decisions

7.1-10/23

The following planning decisions were noted:

P23/01449/F. (*Berrows, Wotton Road. Erection of single storey rear and side extension to form additional living accommodation. Erection of detached garage*). APPROVED WITH CONDITIONS

8. Financial Matters

8.1-10/23

It was noted that the operational reserve balance stands at £12,118.83.

8.2-10/23

It was noted that the following budget categories had been exceeded:

- Miscellaneous subscriptions (Clerk-SLCC)
- Election costs

8.3-10/23

It was noted that the following budget category will be exceeded next month due to renewal of subscriptions for the Parish website.

- IT costs

8.4-10/23

Cllr Haigh proposed, Cllr Moody seconded and it was **RESOLVED** to approve the following virements from operational reserves:

Clerk

To miscellaneous subscriptions	£41.00
To election costs	£175.00
To IT costs	<u>£152.00</u>
TOTAL	£368.00

8.5-10/23	It was noted that there is only £46 remaining within the 'miscellaneous expenses' budget category. This covers items such as postage, printer ink and stationary. A further virement may be needed later in the year.	
8.6-10/23	It was noted that the 'Notice of Conclusion of Audit' has been received from BDO LLP Ltd.	
8.7-10/23	It was noted that a recent pavilion electricity meter reading by the Clerk showed that bills have been under-estimated over recent months. A new bill has now been issued by e.on showing a debit balance of £39.09, which has now been paid via direct debit.	
8.7-10/23	It was noted that the Clerk's August salary was not processed by NatWest Bank. The Clerk has now received one payment via standing order to cover the August and September salary payments. The standing orders should be in place for monthly salary payments going forwards. Clerk to contact NatWest Bank to change the date of subsequent standing orders for the Clerk's salary to 1 st of each month.	Clerk
8.8-10/23	The receipts and payments account as of 22 nd August 2023 was noted.	
8.9-10/23	It was noted that the second Parish precept payment of £6500 has been transferred into the Parish bank account.	
9.	Children's Playground	
9.1-10/23	There has been an offer of a grant towards new playground equipment from a parishioner. Cllr Livall proposed, Cllr Haigh seconded and it was RESOLVED to send a letter written by Cllr Moody to the Parishioner thanking her for her kind offer. The Clerk will amend the letter as it is typed up to ascertain more detail about the scope of any grant.	Clerk
9.2-10/23	There are CIL funds available for new playground equipment. It has been identified that the existing roundabout needs money spending on it to fix the bearings and replace cracked seats. A new roundabout would cost IRO £8-9000. Cllr Livall proposed, Cllr Moody seconded and it was RESOLVED to obtain a fixed written quote for repairs to the roundabout and to obtain quotes for a selection of cheaper pieces of new equipment. The Clerk will check whether CIL monies can be used for repairs. A decision will be made on the way forward once the above is known. Clerk to issue new playground check report sheets to Cllrs Livall and Moody.	Clerk Clerk
10.	Recreation Ground & Pavilion	
10.1-10/23	The following was noted <ul style="list-style-type: none"> • Iron Acton football club played three friendly matches during September. They will be invoiced in October. • The pavilion boiler was serviced by PJ Bryer on 25th September • The current electricity contract with e.on ends in November. The Clerk is currently obtaining quotations for a new fixed rate contract. 	

11. **Woodland**
 11.1-10/23 Cllr Moody raised the possibility of wildflower planting in the glade in September 2024. This would tie in with the Local Nature Area Action Plan (LNAP). There is the potential to involve the local school children with this activity. S106 monies could be used.

11.2-10/23 District Cllr Clark informed the PC that Daisy Finnier has been employed by SGC one day a week to assist small parish councils with developing LNAPs and environmental improvements, so would be a good contact for the wild flower proposal.

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

12.1-10/23 It was noted that a parishioner has expressed initial interest in the vacancy. The Clerk will make further contact to see if they are still interested and invite to the next meeting. Clerk

13. **Highways issues**

12.1-10/23 It was noted that a parishioner has confirmed that he is still willing to host a 'traffic buddy' on his property frontage and believes a neighbour on the opposite side is willing to do likewise. The Clerk will obtain a current written quotation for the purchase of two traffic buddies, for discussion at the next meeting. This is expected to be IRO £460. Clerk

12.2-10/23 Cllr Livall reported that the highway footpath alongside the B4058 (West side) between the Star pub and Harford Close is inaccessible because of overgrown vegetation from the adjacent hedge. Clerk to contact SGC to raise as an issue Clerk

12.3-10/23 Cllr Haigh noted that a black car has been parked for continuous periods on the Hauling way/Tramway. This causes an obstruction for pedestrians. The Clerk will raise the issue with the local police team when arranging the next surgeries. Clerk

14. **Accounts for Payment**

14.1-10/23 The following payments and invoices had been verified by the Clerk and were presented for payment -

Payee	Supplier Invoice	Chq No		Net	VAT	TOTAL
Andrea Wheal	N/A	SO	Clerk's Salary - Sept	£429.80	£0.00	£429.80
Elite Cleaning	2835	1735	Pavilion cleans - August	£65.00	£13.00	£78.00
PJ Bryer	121587	1736	Pavilion boiler service	£117.50	£23.50	£141.00
BDO LLP	421215	1737	Account - assurance review	£210.00	£42.00	£252.00
South Gos Council	3805367434	1738	Woodland grass cut	£73.48	£14.70	£88.18
KLH landscaping	1926	1739	playground grass cuts	£100.00	£0.00	£100.00
South Gos Council	3805371307	1740	recreation ground grass cuts	£118.60	£23.72	£142.32
1st Wickwar Brownies	N/A	1741	grant	£50.00	£0.00	£50.00
Water2Business	4063721674	1742	Pavilion water charges Mar-Aug	£33.78	£0.00	£33.78
South Gos Council	3805367816	1743	Election fee	£175.00	£0.00	£175.00
Andrea Wheal	N/A	1744	Clerk's expenses	£171.64	£0.00	£171.64
Elite Cleaning	2855	1745	Pavilion cleans - Sept	£65.00	£13.00	£78.00
				£1,609.80	£129.92	£1,739.72

