

## RANGEWORTHY PARISH COUNCIL

### MINUTES OF THE ORDINARY MEETING OF RANGEWORTHY PARISH COUNCIL HELD AT 7.30pm ON TUESDAY 5<sup>th</sup> December 2023 LISTER ROOM, RANGEWORTHY MEMORIAL HALL

#### Those Present

Parish Cllrs: Miss W Moody, Miss L Haigh, Mr K Livall, Mrs M.J. Steer  
LA Cllrs: Claire Young  
Clerk : Andrea Wheal

Two members of the public were in attendance

#### 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-12/23	A parishioner is concerned about the condition of the surface of Lower Common Lane. Clerk will report to SGC via their online service.	Action Clerk
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The formal meeting of the Council then commenced as follows:-

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|-----------|---|------------|
| 1.        | <b>Apologies for Absence</b>  |            |
| 1.1-12/23 | Apologies were received from District Cllrs Lean & Clerk  |            |
| 2.        | <b>Declarations of Interest Relating to Agenda Items</b>  |            |
| 2.1-12/23 | There were no declarations of interest.   |            |
| 3.        | <b>Minutes of the Previous Meeting</b>  |            |
| 3.1-12/23 | Cllr. Livall proposed, Cllr. Steer seconded and it was <b>RESOLVED</b> to approve the minutes of Tuesday 31st October 2023 as a true and accurate record of the meeting. The Chairman signed the minutes. <b>All Agreed.</b>  |            |
| 4.        | <b>South Gloucestershire Councillors Report</b>   |            |
| 4.1-12/23 | Cllr Clark submitted his written report in advance of the meeting. Appended to these minutes.<br><br>Cllr Young was available to respond to queries. Cllr Haigh queried why the planning portal has been unavailable. Cllr Young confirmed that it has been temporarily unavailable whilst the system switches wholly over to the Beta version. Cllr Haigh suggested that Parish Clerks are notified in advance when the site will be unavailable in the future. Cllr Young will pass this suggestion on. | Cllr Young |
| 5.        | <b>Clerk's Report</b>   |            |
| 5.1-12/23 | The Clerk's timesheet was noted. The Clerk will prepare an analysis of how the allocated Clerk's hours correlate with workload for discussion at the next meeting.  | Clerk      |
| 5.2-12/23 | It was noted that the Clerk has calculated that 37.6 hours annual leave are due to be taken by the Clerk before the end of the financial year. The Clerk used a spreadsheet provided by the Society of Local Council Clerks (SLCC) for the  |            |

calculation, which takes account of the part-time nature of the Clerk's hours and the fact the Clerk is not working a full financial year in 2023/24. Some of these hours will be taken during Christmas.

- 5.3-12/23 It was noted that all arrears relating to The Old Post Office rent payments have now been paid.
- 5.4-12/23 It was noted that The National Joint Council for Local Government Services has agreed the pay award for the 2023/24 financial year. This is to be back dated to April 1st 2023. The Clerk's pay is currently based on salary point SCP10. The hourly rate has increased from £12.28/hour to £13.28/hour. This equates to a new monthly salary for a 35 hour month of £464.80 (up from £429.80). Four months backpay of the increased amount is due (August to November) equating to £140.
- 5.5-12/23 It was noted that all issues regarding the Clerk's ability to access the Parish bank account information have now been resolved. Post is coming to the correct name and address. The Clerk highlighted the fact that in order to allow full access to administer the account she has been added as a signatory. There is no status that allows full administration rights without being a signatory. This does not put the Council at risk as two signatories are needed for all transactions. The Clerk will never sign cheques as one of the signatories. This will always be two elected Councillors. £200 compensation for the poor way this matter has been handled has been paid by NatWest directly into the Parish bank account.
- 5.6-12/23 It was confirmed that emails from Frome Valley Town and Parish Forum should be forwarded by the Clerk to Cllrs Steer & Haigh
- 5.7-12/23 The residents of The Old Post Office are seeking assurances that the Parish land that they rent would be available for any future owners of the property to rent. It was **RESOLVED** to respond in a letter as follows: *The Parish can confirm that they would wish to continue to rent the land to future occupiers of the property. The Parish would not be open to selling the land.* Clerk to prepare letter for approval and signing at the next meeting.
- 6. Planning Applications**
- 6.1-12/23 P23/03010/HH – Stratford House, Wotton Road, Rangeworthy  
This application is very similar to previous applications. The Parish Council has NO COMMENT.
- 7. Planning Decisions**
- 7.1-12/23 The following planning decisions were noted:  
  
P23/02443/HH. Tamarisk, Wotton Rd, Rangeworthy. Approved with conditions.
- 8. Financial Matters**
- 8.1-12/23 The updated receipts and payments account was **NOTED**.
- 8.2-12/23 It was **NOTED** that £1453 of CIL monies are available/must be spent up to end of 2023/24, after having allowed for expenditure on bike racks and 'traffic buddies'.
- 8.3-12/23 It was **NOTED** that the Clerk's expenses this month total £110.29 (£93.29 before VAT). This is to cover mileage costs, stationary (archiving folders and printer paper) and the renewal of the website domain name for a further 4 years.

Clerk

Clerk

8.4-12/23	It was <b>NOTED</b> that a refund of £28.36 is due from SGC as they billed the Parish incorrectly for the last tranche of grass cutting in September. This will be paid directly into the Parish bank account.	
8.5-12/23	It was <b>NOTED</b> that the IT budget has been exceeded this month by £37. This is due to domain name charges. The Clerk has paid for four years ahead as this is better value than two years. Virement from general reserves required.	
8.6-12/23	It was <b>NOTED</b> that the playground grass cutting budget has been exceeded this month by £50. Cutting has continued further into the Autumn than envisaged due to the mild weather. Virement from general reserves required.	
8.7-12/23	Cllr Steer proposed, Cllr Haigh seconded and it was <b>RESOLVED</b> to increase the Clerk's salary in accordance with the recommendations of the National Joint Council for Local Government Services from £12.28/hour to £13.28/hour. The standing order with the bank will be changed.	Clerk
8.8-12/23	Cllr Haigh proposed, Cllr Livall seconded and it was <b>RESOLVED</b> to pay four months backpay of the above pay award to the Clerk to cover the months August 23 to November 23. 4 x £35 = £140. This will be paid via an expenses claim next month.	Clerk
8.9-12/23	Cllr Moody proposed, Cllr Livall seconded and it was <b>RESOLVED</b> to award a grant of £125 to the Parish News towards printing costs.	Clerk
8.10-12/23	Cllr Steer proposed, Cllr Livall seconded and it was <b>RESOLVED</b> to approve the following virements from operational reserves:	
	To IT costs	£37.00
	To playground grass cutting	<u>£50.00</u>
	<b>TOTAL</b>	<b>£87.00</b>
<b>9.</b>	<b>Children's Playground</b>	
9.1-12/23	It was <b>NOTED</b> that the quotation to repair the roundabout is still awaited. There has been a delay in obtaining costs for the necessary parts. The movement has got worse in recent times. The Clerk will continue to chase. If the roundabout can't be repaired in the near future then consideration will be given to removing it.	Clerk
9.2-12/23	Cllr Livall proposed Cllr Steer seconded and it was <b>RESOLVED</b> to pay £600 for the original wood carver to carry out remedial works to the carved bench. He will remove the decay, carve some new decorative leaf-work and re-oil the bench. This work will be funded by CIL monies. The Clerk will request that any works maximise water run-off.	Clerk
9.3-12/23	A parishioner has suggested that consideration be given to altering the arrangement of the swing seats so that two toddler seats can be located side by side. The swing set is very old and it is considered that it may not be possible to change the seats or, if it is, the outlay on such an old piece of equipment would not be the best use of funds at this time. Clerk to respond directly to parishioner.	Clerk
<b>10.</b>	<b>Recreation Ground &amp; Pavilion</b>	
10.1-12/23	It was <b>NOTED</b> that the outstanding water bill has now been paid and the cheque has cleared. All future bills will be paid via variable direct debit.	
10.2-12/23	It was <b>NOTED</b> that the clerk has started researching alternative contractors for the grass cutting contract. The way the current contract works, with limited control of dates/frequencies of cuts, has meant that on occasion the grass length has been longer than ideal for football.	Clerk

10.3-12/23 It was NOTED that the new two year electricity contract with e.on has commenced. This contract runs until 12/11/25. Day rate - 30.40 p/kWh. Night rate - 26.70 p/kWh. Standing charge - 56 p/day.

10.4-12/23 It was NOTED that Iron Action FC have provided an update:

- They have met on site with the Football Foundation
- New goal posts have been purchased
- A building contractor has been lined up to provide pricing information
- They have continued to have positive feedback from the fundraising consultant
- Their research suggests that there is no mains drainage. The pavilion must discharge into a septic tank. The Clerk will make enquires to ascertain the situation.

Clerk

11. **Woodland**

11.1-12/23 It was NOTED that a quotation is still awaited for the installation of the hedgehog sign. The Clerk will chase.

Clerk

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

12.1-12/23 A parishioner who has expressed an interest in the vacant councillor role attended the meeting to get a feel for what happens and the issues that are discussed.

13. **Highways issues**

13.1-12/23 It was NOTED that two 'traffic buddy' signs have been ordered at a cost of £388.95. This has been funded by CIL money.

14. **Accounts for Payment**

14.1-12/23 The following payments and invoices had been verified by the Clerk and were presented for payment -

Payee	Chq No	Details	Net	VAT	TOTAL
Andrea Wheal	SO	Clerk's Salary - Nov	£429.80	£0.00	£429.80
KLH Landscaping	1753	Playground grass cuts Oct	£100.00	£0.00	£100.00
Water2Business *	1754	Pavilion water Mar-Aug_re-issue	£33.78	£0.00	£33.78
Andrea Wheal	1755	Clerks expenses - mileage	£8.28	£0.00	£8.28
Andrea Wheal	1755	Stationary - archiving & paper	£28.02	£5.60	£33.62
Andrea Wheal	1755	Website domain name fee	£56.99	£11.40	£68.39
Elite cleaning (SW) Ltd	1756	Pavilion cleaning - October	£65.00	£13.00	£78.00
Signs Direct Ltd	1757	Traffic buddy signs (2)	£388.95	£77.79	£466.74
			£1,110.82	£107.79	£1,218.61

14.2-12/23 Cllr Haigh proposed, Cllr Livall seconded and it was **RESOLVED** that the above accounts be paid. Cllrs. Steer and Moody witnessed the invoices and signed the cheques. **All Agreed.**

15. **Local Plan Consultation**

15.1-12/23 Cllr Haigh circulated her notes from the Local Plan 'pop-up meeting' separately. Cllr Haigh confirmed that most of the public consultation is digital/online. There are a limited number of physical information sessions, with one to take place in Yate, but these take place during working hours. It has been suggested by SGC

Clerk  
Cllr Young

that Parish Councils might want to hold their own 'in person' sessions and that District Councillors may be able to support these. SGC can provide hard copy maps/information. It was agreed by councillors that it would be a positive move to host a consultation session. Cllr Young confirmed that, subject to diary availability, district councillors would support this proposal.

The provisional date for this consultation session is Tuesday 9<sup>th</sup> January from 5.00-7.00pm. It will take place in Rangeworthy Village Hall (Lister Room). Cllr Young will confirm the date and time as soon as possible.

Clerk to contact Penny Robertson-Adams to obtain exhibition material. Clerk to publicise date as soon as confirmed. Clerk to book Lister room.

It was noted that the adoption of the final strategy is planned for 2025, but this date is subject to planning inspectorate approval of the plan

**16. Councillors Open Forum**

- 16.1-12/23 Cllr Haigh has recently attended the SGC local plan & budget consultation forums and Frome Valley Community Engagement Meeting. Reports have been circulated separately.
- 16.2-12/23 The children's Christmas party will be going ahead this year on Saturday but the Jubilee committee has said that this will be the last one due to a lack of support.
- 16.3-12/23 Cllr Livall reported that the Kidnapper Lane Field hedges need cutting. R Williams, Agricultural Contractor, to be contacted to see if they can be cut back before the end of February. This will be tabled at the next meeting.
- 16.4-12/23 Cllr Moody reported that the Ofsted grading for the primary school has reduced. Numbers on the role are declining.
- 16.5-12/23 Cllr Moody reported that the sewer in Patch Elm Lane has been over-flowing again after heavy rain.
- 16.6-12/23 Cllr Moody thanked all councillors for their time and efforts this year and conveyed the compliments of the season

The meeting closed at 9.30 pm.

The next Meeting of Rangeworthy Parish Council will be held in the Lister Room of the Memorial Hall, commencing at 7.30pm on Tuesday 2<sup>nd</sup> January 2024.

Signed

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Date

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## Rangeworthy Parish Council – District Councillors' Report

Tuesday 5th December 2023

### Autumn Statement Fails to Deliver on Sustainable Services

The recent Autumn Statement from the Chancellor of the Exchequer provided no significant light at the end of the tunnel for South Gloucestershire Council's financial situation.

SGC's budget for next year, which is currently out for public consultation, presents a balanced set of accounts in the short term, but the latest set of Government announcements proposed nothing significant to help reduce the pressure on council budgets or make them sustainable in the years to come. Continued inflationary pressure will mean no respite for council services already under extreme strain, with the prospect, as costs continue to rise faster than funding, of further cutbacks of the support that local people rely upon.

Cllr Claire Young, Leader of Council, said: "We were waiting and hoping that the Government would have taken this opportunity to help councils help local people facing an ongoing cost of living crisis, prices that are still rising at twice the target inflation rate, high interest rates on mortgages, stagnant wages for many and as we collectively need to tackle the climate emergency.

"Instead, we got no help to provide the social care people need. No help to support our underfunded schools. No help on wage and price inflation. No help to repair our roads and boost sustainable public transport options. Through our budget consultation we are having community conversations with local people so they can see the impact of this underfunding on what we are able to provide as a council and help us set our priorities for next year.

"Through our community conversations with residents, businesses, the voluntary and community sector, we are also talking about a shared vision for the future of South Gloucestershire that we can set out in a new Council Plan next year. The Government has taken some, limited positive steps. In acting to unfreeze Local Housing Allowance rates, there is some help to afford rising rents. We will also now be able to set our planning fees at a level to cover our costs on processing major developments.

"Overall, however, there was next to nothing in this Autumn Statement that suggests the Government understands the major issues we face in South Gloucestershire or that they are prepared to help us do anything to help."

More information about the councils 2023/24 Budget consultation process and details of the online and in-person opportunities to take part can be found at [www.southglos.gov.uk/south-glos-budget-2024](http://www.southglos.gov.uk/south-glos-budget-2024). A detailed assessment of the Autumn Statement by the Local Government Association can be found at <https://www.local.gov.uk/parliament/briefings-and-responses/autumn-statement-2023-day-briefing>.

### Local Plan Phase 3 Consultation to Commence

South Gloucestershire Council has published its draft Local Plan Phase 3 consultation document ahead of a Cabinet meeting on Monday 13th November. The council will be asking for feedback from residents before final decisions are made on its content. If the proposals to Cabinet are approved this final phase of public consultation would commence on Wednesday 6th December and close on Wednesday 7th February. It is vital that residents, town/parish councils and community groups use this opportunity to register their views, support those parts of the plan they feel are correct, and suggest where the final plan can be improved. The council will be publishing details a series of community engagement events on the local plan to allow town/parish councillors and residents to ask officers questions about the emerging strategy and the next stages in the local plan process.

The draft plan sets out how South Gloucestershire could meet its expected housing demand without embarking on large-scale building projects to create entirely new freestanding communities in the countryside. Development should instead be focussed on the urban fringe and, where appropriate, to have

small schemes in rural communities. And where necessary, improvements will need to be made to existing services for new and existing residents.

The updated Local Plan Delivery Programme timetable envisages that the final draft of Local Plan will be submitted to the Secretary of State for Levelling Up, Housing & Communities in October 2024. It will, following a public examination at the start of 2025, ultimately be assessed by the Planning Inspectorate to ensure it meets its legal requirements. Following the publication of the Inspector's Report the aim would be for the council to formally adopt the Local Plan in the Autumn of 2025.

Alongside the updated draft Local Plan, new policies on a range of issues managed through the council's planning process are also being published. These include draft policies on:

- Providing space for renewable energy generation
- Supporting the council's commitment to net zero covering: renewable and low carbon energy systems, climate change mitigation, adaptation and resilience, embodied carbon, energy management in new development, community energy
- Provision for Gypsy/Traveller and Travelling Showpeople communities
- Affordable Homes policy
- Economy and jobs policy
- Town centres policy

The draft consultation document, without the maps and active links to the evidence base, can be found in the cabinet papers at <https://council.southglos.gov.uk/documents/s149021/Appendix%20A%20-%20New%20Local%20Plan%20-%20Phase%203.pdf>. When the Local Plan consultation goes live on the 6th December it will include all the relevant maps as well as the evidence base the proposals are based upon.