

Rangeworthy Parish Council

Minutes of the Meeting of Rangeworthy Parish Council

Held at 7.30pm on Tuesday 1<sup>st</sup> April 2025

Lister Room, Rangeworthy Memorial Hall

Those present: Parish Councillors Miss W Moody (Chair), Mr K Livall, Mr P Morse, Mrs M J Steer.

Locum Parish Clerk Tony Jay.

The ward South Gloucestershire Councillors were unable to attend the meeting.

The Chair invited everyone to the meeting.

Public Participation – One member of the public spoke regarding agenda item 16/25b at the time that item was discussed.

1/25 To receive any apologies for absence.

There were no apologies for absence.

2/25 To receive declarations of any pecuniary interest on items relating to this agenda which have not been previously declared in the Councillors register of interests.

Councillor W Moody declared an interest in agenda item 10/25.

3/25 To approve as a correct record the minutes of the meeting of the Parish Council held on 4th March 2025.

It was resolved to approve the minutes.

4/25 To receive the Clerk's report.

The Locum Clerk informed the meeting that the annual return for the Rangeworthy Recreation Field and Pavilion trust had been submitted to the Charity Commission.

5/25 To receive a report from the South Gloucestershire Councillors.

A report from Councillor T Clarke had previously been provided to councillors, which is included at the end of these minutes as an Appendix. The content of the report was discussed.

6/25 To comment on the following planning application.

P25/00505/HH. The Bungalow Lea Gate Bagstone Road Rangeworthy South Gloucestershire GL12 8BD. Installation of one rear dormer and erection of a single storey side extension to form additional living accommodation (Resubmission of P24/02937/HH).

It was resolved that the Parish Council has no planning reasons to support or object to the planning application.

7/25 To note the following planning decisions made by South Gloucestershire Council.

P25/00228/RVC. The Close, Bagstone Road, Rangeworthy, South Gloucestershire GL12 8BD. Removal of condition d (agricultural occupancy condition) attached to permission N1306. Erection of a detached house and garage for an agricultural worker.

Decision: Approve with conditions.

The decision was noted.

8/25 To approve the appointment of an Internal Auditor for the financial year 2025-2026.

It was resolved to appoint Sally Diaz as the internal auditor for a fee of £120.

9/25 To consider the process for the recruitment of a new Parish Clerk.

It was resolved to advertise the position of Parish Clerk on the following terms:

Hours: 12 a week.

Hourly rate: £15.84 - £17.79 per hour

The appointed person will need to hold the [Certificate in Local Council Administration](#) qualification or be prepared to achieve it by May 2027. This requirement is to enable the Parish Council to hold the [General Power of Competence](#).

10/25 To consider tenders received to rent the Parish Field between April 2025 to March 2026.

It was resolved to accept the tender received to rent the field for £250.

11/25 To consider tenders received for the grass cutting contract at the Recreation Field between April 2025 to March 2026.

It was resolved to request a quotation from South Gloucestershire Council for this work. If the price quoted is within 10% of the previously quoted price then the clerk will go ahead and place the order.

12/25 To consider whether the Parish Council should pay for electrical testing in the Rangeworthy Memorial Hall.

It was resolved to obtain three quotations for the work which will be considered at the May council meeting.

13/25 To consider the constitution of the Memorial Hall.

Following a discussion it was agreed that the day to day management of the hall, along with the responsibility to raise funds. The ultimate responsibility for the financial security of the building lies with the Parish Council.

14/25 To consider the arrangements for the regular defibrillator checks.

The Clerk will contact the two people who are the current defibrillator guardians to find out if they are happy to continue in the role.

15/25 To consider and approve the next stages in the following projects which are being financed by s106 funding:

- a) Pavilion Improvements.
- b) Pavilion Accessibility Improvements.
- c) Woodland Enhancements.
- d) MUGA Sports Wall.

South Gloucestershire Council has informed the Parish Council that management plans and/or planning applications (where relevant) will need to be considered regarding these projects. This will involve a lot of work, so a project manager may be required. This will be discussed at the next council meeting.

16/25 To receive reports and updates regarding the following matters. No decisions can be taken under this agenda item.

- a) The Children's Playground.  
It was decided to use some of the CIL funds currently held to purchase additional play equipment. The Clerk will contact equipment suppliers to progress this.
- b) The Recreation Ground and Pavilion.  
A member of Iron Acton Football Club spoke regarding a proposal for the future use of the paying pitch and the pavilion. This would involve upgrading the surface of the pitch, which would be funded by grants and introducing safeguarding measures at the pavilion, which they football club could arrange. This will need further discussion, and a meeting between councillors and the football club will be arranged.
- c) Highways and Public Rights of Way.  
There was nothing to report.
- d) The litter pick.  
Six volunteers took part in the litter pick. The Chair thanked them for helping with this community task. The centre of the parish was relatively litter free, but there was a problem in outlining areas which rubbish possibly being thrown out of vehicles.

17/25 To consider whether the Parish Council should change its bankers from Nat West to Unity Trust Bank, and to confirm the bank signatories and main point of contact.

It was resolved to submit an application to change the council's bankers. Councillors Livall, Morse and Steer will be signatories to the new account, with the Locum Clerk being the authorised person.

18/25 To approve the following payments:

Cheque no / DD	Invoice number	Payee	Detail	Net Amount £	VAT	Gross Amount £
1860	3259	Elite Cleaning	Cleaning Services	65.00	13.00	78.00
1863	8-25	LACAS Ltd	Locum Clerk Services	525.00	0.00	525.00
DD	B7BF5C51-0043	E-On	Electricity Recreation Field	38.76	1.94	40.70

It was resolved to approve the payments.

19/25 To note any bank statements received since the previous meeting.

There were no bank statements available.

20/25 To receive Councillor updates. No decisions can be taken under this agenda item.

A request has been received from the Parish News editor for a grant of £860 towards their operating costs in 2025-26. This will be considered at the May council meeting.

21/25 To agree actions to be carried out prior to the next meeting.

11/25, 12/25, 14/25, 16/25 and 17/25 - The Locum Clerk.

22/25 Date of next meeting: Tuesday 6th May 2025 at 7.30pm in Rangeworthy Memorial Hall. This will be the Annual Parish Council meeting.

## Appendix

### South Gloucestershire Councillor report

#### Preparations Underway for the Introduction of Parking Charges

Preparatory work is underway in the council-owned car parks where charging is set to be introduced, ahead of the implementation of the scheme, which is expected to come into effect in the spring.

The scheme will include elements of free parking, with the cost of the first hour of a paid-for stop in a short stay space being only 70p.

Disabled Blue Badge holders will be able to park in any space for free, up to four hours and while the scheme will be cashless, contactless pay machines and other easy ways to pay will ensure that drivers with and without a smartphone will be able to use the system simply.

To find out if you are eligible for a Disabled Blue Badge and to apply, visit the council website: <https://beta.southglos.gov.uk/get-a-blue-badge>.

While the scheme will go live later in the year, work to prepare for installation of machines that will accept contactless and chip and pin payments is being carried out now.

In the lead up to the scheme's launch, updated FAQs and more information about how it will work, as well as a list of the car parks that will be affected, have been published on the council website: <https://beta.southglos.gov.uk/car-parks-south-gloucestershire>.

As preparations are taking place, data is also being collected in the streets surrounding the relevant car parks, allowing the council to have a clear picture of parking trends before the scheme begins. Data will also be collected after implementation, which will help support any changes to parking rules that could be needed in residential areas, if drivers park in dangerous or obstructive ways in other areas to avoid paying in off-street car parks.

#### Residents Reminded of West of England Combined Authority Election Deadlines

Residents across the West of England are being urged to get ready for the election on Thursday 1st May 2025 to elect the next Mayor of the West of England Combined Authority. People across the region will be able to vote in person, by post, or by proxy – but only if registered to vote. The deadline to register to vote or update your details is midnight on Friday 11th April.

A West of England Mayoral Combined Authority spokesperson said:

“The Mayoral Combined Authority plays a key role in the West of England, including areas such as jobs and growth, transport, skills, the environment, planning and housing, and business support. It's important that anyone who wants their say in the future of the region is registered to vote by 11th April to make your vote count in the election on 1st May. Visit [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote).”

“The need to present ID as part of the voting process is still relatively new and so we are looking to encourage everyone to remember the need to bring ID with you to vote, and to signpost people to where they can learn more about what forms of ID are accepted. If you are unsure that you have the right form of ID, please go online to check today: [www.gov.uk/how-to-vote/photo-id-youll-need](http://www.gov.uk/how-to-vote/photo-id-youll-need).”

Register to vote by visiting the government website and following the simple online steps. If you are unable to go online to register to vote, update your details, or check photo ID

requirements then please contact your local electoral services office via 0122 547 7333 (Bath & North East Somerset), 0117 922 3400 (Bristol), 0145 486 3030 (South Gloucestershire).

To be eligible, you must meet the requirements set out for voting in a local government election in England.

The requirement to show photo ID at the polling station was introduced by the Elections Act (2022) and came into effect for the first time in May 2023. Voters will need to show valid photo identification (ID) to vote in the upcoming election on 1 May. Residents across the region are being urged to make sure they are ready to vote at a polling station by checking they have an accepted form of ID. Accepted forms of ID include: a UK, European Economic Area (EEA), or Commonwealth passport; driving licence (including provisional driving licence); and some concessionary travel passes, such as an older person's bus pass or disabled person's bus pass.

Anyone who does not have one of the accepted forms of ID will be able to apply for free ID online or by completing a paper form. The full list of accepted ID can be found online along with more information about the new requirement and links to how to apply for the free ID. The new government has announced plans to extend the list of approved photo ID to include the HM Armed Forces Veteran Card in time for the election on 1st May. The deadline to apply for a free ID for the 1st May election is Wednesday 23rd April at 5 p.m. Voters will only be able to use expired ID if they are still recognisable from the photo.

Those who cannot or choose not to vote in a polling station can opt to register to vote by post or by appointing someone they trust to vote in their place, known as a proxy vote. The deadline to apply for a postal vote is 5 p.m. on Monday 14th April. The deadline to apply for a proxy vote is 5 p.m. on Wednesday 23rd April.

#### Council Launches Good Neighbours Initiative with Age UK South Gloucestershire

South Gloucestershire Council has teamed up with Age UK South Gloucestershire to ask everyone to check in on vulnerable and isolated neighbours.

The 'Good Neighbours' initiative aims to tackle loneliness and help people who are struggling with the upkeep of their property or to make simple adjustments which will allow them to continue to live independently in their homes.

Age UK South Gloucestershire has already helped many people over the age of 50, some living in unsafe and unsanitary conditions. The charity picks up referrals from family members, social workers or visitors to properties such as heating engineers.

They turned life around for an elderly lady living in two inches of stagnant water who did not think anyone would want to help her and successfully applied for financial support for a couple who could only afford to eat vegetable soup. They have also supported a lonely gentleman who sat outside every day on a white plastic chair in the hope someone would speak to him.

Age UK chief executive Mark Flower said: “We all have parents, grandparents, elderly neighbours. We would not let them live in these conditions and we should not let other members of our community. We know there are more people out there struggling to live, to make ends meet or heat their homes. Many of our clients would never ask for help or they don’t know help is available. We want to raise awareness that Age UK South Gloucestershire is here and whilst we don’t expect you to knock on people’s doors if you think something is wrong, we want people to know that we will.”

Councillor John O’Neill, South Gloucestershire Council’s cabinet member responsible for adults and housing, said: “Being a good neighbour isn’t something we should aspire to be, it is something we all should be. It is about being part of a neighbourhood, a community and South Gloucestershire. Nobody should be living in damp, cold or unsafe conditions, especially older people on their own, and not feel they can ask for help. The Good Neighbours scheme gives us all an opportunity to do something for our older residents and we are so grateful to Age UK South Gloucestershire for all the work they already do to support our elderly population.”

You can find out more about the Good Neighbours campaign by watching the videos on the council’s Facebook page.

If you are concerned about someone who could benefit from Age UK South Gloucestershire’s help call 01454 411707 or email [info@ageuksouthglos.org.uk](mailto:info@ageuksouthglos.org.uk)

#### Western Forest to Become a New National Forest

South Gloucestershire Council as part of a partnership has won a bid for Western Forest to become a new national forest. We are excited to share the news that the Western Forest is the new national forest.

The new national forest, announced by the Government on 21 March 2025, will serve over 2.5 million people in Wiltshire, Gloucestershire and West of England. The forest partnership will work with landowners, businesses and local communities to plant 2500 hectares of new woodland and other tree habitats in its first five years, with an aspiration to plant 20 million trees by 2050.

The Western Forest will be led by the Forest of Avon, one of England’s Community Forests, and supported by Defra funding and National Forest Company. It is the result of a successful regional partnership with contributions from more than 40 organisations including the Natural History Consortium, the region’s councils, the Great Western Community Forest and the West of England Combined Authority.

Over the first five years, new priority areas will be brought into scope through this new national forest to maximise social, economic and environmental benefits.

Five priority areas, from the rolling hills of the Cotswold National Landscape and Mendips to vibrant urban centres like Bristol, Gloucester and Swindon, embody the greatest opportunities and benefits for nature and people. Alongside accelerating tree-planting in

local areas, the project will work to revitalise existing woodlands and other important habitats to create a forest network for people and wildlife at a truly landscape scale.

## Planning

Planning application P23/00377/F, a proposal for 15 dwellings to the south of Harford Close, will be determined by the Development Management Committee at their meeting on Thursday 17th April. A Sites Inspection will take place on Friday 4th April (estimated time of arrival is 10.10 a.m.). There is speaking time for residents and for the parish council at both the Sites Inspection and at the meeting in Kingswood (the latter can be attended remotely).

A planning appeal for application P23/02091/O, an application for 32 dwellings to the north of Thornbury, has been allowed by the government appointed Planning Inspector. Whilst the harm to Lower Moreton and to designated heritage assets was noted the Inspector concluded that, as South Gloucestershire Council cannot currently demonstrate a 5 Year Housing Land Supply, the harms of the proposals did not significantly and demonstrably outweigh the benefits.

End of Minutes.