

AUST PARISH COUNCIL
MINUTES OF A COUNCIL MEETING

Held on Tuesday 11th April 2023 @ 7:30pm at Elberton Village Hall

Present: Councillors Steve Meredith (chairman), Catherine Collinson, Claire Hawkins, Ian Jenkins, David Spratt, Jeremy Warren, Anne Wiseman

In attendance: Ward Councillors Matthew Riddle & Keith Burchell (SGC), 4 members of the public

Clerk: Emma Pattullo

Approved at the subsequent meeting held on 16th May 2023.

Signed copy held by the Clerk.

1 To receive apologies

All members were present.

2 To receive declarations of Interest and requests for dispensations

There were no declarations of interest or dispensation requests.

3 Public Forum

No attendees chose to speak.

4 To approve the minutes of the last meeting held on 14th March 2023

It was resolved that the minutes of the previous meeting held on 14th March 2023 be approved as a correct record. The minutes were signed by the Chairman.

5 To review ongoing matters and agree action required, if any:

5.1 Greenacres planning

No update available.

5.2 Congestion at Aust roundabout

National Highways had been invited to send a representative to speak at the Parish Assembly held prior to this council meeting, but had declined. They have offered to send someone to speak to a future council meeting. The clerk has supplied dates but has not yet had any further response.

5.3 Coronation celebrations

As previously reported, an application has been made to SGC for grant funding. No decision has yet been announced, though Cllr Riddle reported that he understands that the amount of funding available exceeds the bids made and therefore it is hoped that the full amount requested will be awarded.

ACTION: All to try and prompt interest in organising village "Big Lunch" celebrations

5.4 Renewal of registration of the White Hart, Littleton as an Asset of Community Value

The application for renewal of the ACV registration was submitted to SGC on 30th March. It is expected that the process will take around eight weeks.

5.5 Dog waste along Whale Wharf approach road

Cllr Riddle reported that SGC have ordered new signage to be placed along the road, and that SGC will also apply spray painted "pick it up" reminders on the road surface.

5.6 West of England Rural Network "Village Agent" scheme

Cllr Meredith had attended an introductory meeting about the new scheme, which will be a paid position aimed at working with vulnerable or elderly residents and helping them to access other sources of support when needed. Job adverts have been published recently and can be found on the parish noticeboards.

6 Planning

6.1 To note applications received and resolve response

The following applications were noted and responses resolved as recorded:

- i. P23/00921/HH - Westfield Village Road Littleton Upon Severn - Erection of a single storey front extension to existing garage to facilitate conversion to accessible living accommodation with front canopy to form covered walkway. *RESOLVED: Support, due to improved visual appearance and social benefit afforded to the applicants.*
- ii. P23/01205/RVC - Mallards Hill House and Stock Villa Stock Hill Littleton Upon Severn - Removal of conditions 3 and 4 (agricultural occupancy conditions) attached to permission P89/3276 "Erection of an agricultural workers dwelling. Construction of new vehicular and pedestrian access. (In accordance with the amended plans on the 18TH January 1990)". *RESOLVED: No comment.*
- iii. P23/01212/HH - The Widgeon Elberton Road Elberton - Erection of incidental outbuilding (resubmission of P23/00084/HH). *RESOLVED: No objection, subject to sufficient room left to allow proper maintenance of the existing hedgerow.*

6.2 To note the following SGC planning decisions

The following planning decisions, issued by South Glos. Council, were noted:

- i. P22/07107/RVC - Former Blakedown Nursery, Elberton Road, Elberton - Variation of condition 2 (plans list) to reference Planting Plan 200 and condition 7 (hard and soft landscaping) to read "The landscaping scheme shall be implemented and maintained in accordance with the Landscape Management Plan as received by the Local Planning Authority" (PT16/6161/F). *Approved with conditions.*
- ii. P22/02215/F - Land Off Parsons Well Village Road Littleton Upon Severn - Erection of 1 no. agricultural building, the sitting of a static caravan for welfare purposes, with associated hardstanding and works (resubmission of P21/02692/F). *Split decision – erection of agricultural building approved with conditions, remainder of application refused.*

7 Council administration

7.1 To note the revised Asset Register

The revised Asset Register, which includes the new noticeboard at Elberton, was noted.

7.2 To receive Clerk's report of GDPR and Freedom of Information compliance for 2022-23

The Clerk reported that there have been no requests made under the Freedom of Information Act during the past council year, and to the best of her knowledge there have been no breaches under the General Data Protection Regulations.

8 Finance

8.1 To receive the annual financial summary for the year to 31st March 2022

The annual financial summary was presented by the Clerk. Excluding the Jubilee funds (which were not known about at the time the budget was approved) spending has been very close to budget overall, with a net variance of £150 on the approximately £7.5k total annual budget.

The end of year bank reconciliation was signed by councillors Wiseman and Meredith.

8.2 To note the arrangements for internal audit

The Clerk reported that she is working with ALCA to determine arrangements for the small councils' internal audit network this year. It has not yet been possible to determine who exactly will carry out this council's internal audit but it is hoped it will be completed before the May council meeting.

8.3 To note the following payments made under prior approval

The following payments, made under prior approval, were noted:

Item	Amount	Minute (where applicable)
Clerk's salary & home working allowance for month to 16 th March 2023	£263.12	May 2022 item 9.9
Thornbury Town Council re: contribution towards Citizens Advice Service	£100.00	Feb 2023 item 10.1
Unity Trust Bank – charge for banking services 18/1/23 to 4/3/23	£9.20	Oct 2022 item 7.1

8.4 To approve the following payments

The following payment was resolved to be made via bank transfer. A record of authorisation will be held by the Clerk.

Item	Amount
Avon Local Councils' Association - membership subscription 2023-2024	£143.00

9 To review correspondence received and determine response

No correspondence received.

10 Any other minor matters for discussion (no decision required) or items for next agenda

It was noted that the grates/culverts in Elberton are still not being regularly cleared and this is leading to flooding when rain water backs up onto the road. Cllr Riddle offered to prompt SGC Streetcare to keep up the clearance schedule especially before expected periods of wet weather.

Cllr Wiseman reported that National Highways are planning an inspection of works needed at Sandy Lane in late April. It is hoped this could lead to a temporary fix being put in place so the road can be reopened.

11 Meeting closure

The meeting closed at 8:09pm.

The next meeting of the Council will be held on Tuesday 16th May 2023.

Items for the agenda should be with the Clerk by 9th May.

Signed (Chairman):